

# District Disaster Management Plan [DDMP], Seoni (M.P.)



Prepared By

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In Consultation with

School of Good Governance & Policy Analysis  
&  
Seeds Technical Services

# Acknowledgment

I express my sincere and heartfelt gratitude to School of Good Governance & Policy Analysis, Bhopal, for giving the opportunity to take this unique experience of developing the District Disaster Management Plan for the Seoni district.

I would also like to thank the administrative department of Seoni – **Mr Ajeet Kumar** (Collector), **Mr B.S. Kulesh** (ADM) and **Mr Abhijeet Aggarwal** (Deputy Collector) for their kind support. Special thanks to **Mr Sanket Bhondve** (CEO, Jila Panchayat), whose continuous support made this project possible. I would also like to thank **Mr. B.S. Markam** (Dist. Commandant, Home Guard) and the whole Home Guard Dept. for making my stay in Seoni comfortable. I would like to thank all the line departments for cooperating and providing me with the necessary data.

I would like to extend my gratitude towards **Mr Gaurav Khare**, Project Officer, SGGPA, Bhopal for his kind help and undying support.

I would also thank SEEDS Technical Team – **Mr Amit Tuteja** and **Mr Sunish Jose** for providing me with all possible resources, guidance and support during the course of my study.

Finally, I thank all those who supported me directly or indirectly and which has left an everlasting memory in my mind.

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**Chirag Jain**

# Preface

District Disaster Management Plan, Seoni is a part of multi-level planning advocated by the Madhya Pradesh State Disaster Management Authority (MPSDMA) under DM Act of 2005 to help the District administration for effective response during the disaster. Seoni is prone to natural as well as man-made disasters. Earthquake, Drought, Epidemic (Malaria) are the major Natural Hazards and forest fire, rail/ road accidents etc. are the main man-made disaster of the district.

The Disaster Management plan includes facts and figures those have been collected from various departments. This plan is first attempt of the district administration and is a comprehensive document which contains various chapters and each chapter has its own importance. The plan consist Hazard & Risk Assessment, Institutional Mechanism, Response Mechanism, Standard Operating Procedure, inventory of Resources etc. Hazard & Risk Assessment is done on the basis of past thirty year disaster data & is collected from all departments.

It is suggested that the District level officials of different department will carefully go through the plan and if have any suggestions & comments be free to convey the same so that same can be included in the next edition.

It is hoped that the plan would provide concrete guidelines towards preparedness and quick response in case of any emergency and help in realizing sustainable Disaster Risk Reduction & mitigate/minimizes the losses in the district in the long run.

# Abbreviations

°C: Degree Celsius  
APL: Above Poverty Line  
ASHA: Accredited Social Health Activists  
BPL: Below Poverty Line  
CHC: Community Health Centre  
CMHO: Chief Medical & Health Officer  
DCR: District Control Room  
DDMA: District Disaster Management Authority  
DDMC: District Disaster Management Committee  
DDMO: District Disaster Management Officer  
DEOC: District Emergency Operation Centre  
EOC: Emergency Operation Centre  
ESF: Emergency Support Functions  
GP: Gram Panchayat  
IAP: Integrated Action Plan  
IAY: Indira Awaas Yojana  
ICS: Incident Command System  
ICT: Incident Control Teams  
IDSC: Integrated Disease Surveillance Centre  
IDSP: Integrated Disease Surveillance Project  
ISP: Internet Service Provider  
JNNURM: Jawahar Lal National Urban Renewal Mission  
Kms: Kilometers  
m: Meters  
mm: Millimeters  
NDCN: National Disaster Management Communication Network  
NREGS: National Rural Employment Guarantee Scheme  
NRHM: National Rural Health Mission  
PHC: Primary Health Centre  
PWD: Public Work Department  
RD: Rural Development

SOP: Standard Operating Procedure

Sq.: Square

SSA: Sarva Shiksha Abhiyaan

UD: Urban Development

# Tables

Table 1. Location and administrative divisions .....	13
Table 2. Geography and Topography.....	15
Table 3. Demographic and socio economics.....	15
Table 4. Climate and weather.....	16
Table 5. Health (Medical) .....	17
Table 6. Education .....	18
Table 7. Agriculture and Land use.....	19
Table 8. Housing Pattern.....	20
Table 10. Transport and Communication Network.....	21
Table 11. Power stations and Electricity Installations .....	22
Table 12. Major historical, Religious places, Tourist spots .....	23
Table 13. Present DDMA in Seoni .....	27
Table 14. District Disaster Management Committee (DDMC) .....	28
Table 15. Present Flood control room.....	29
Table 16. Urban Area Disaster Management Committee .....	30
Table 17. Block Level Disaster Management Committee .....	31
Table 18. Gram Panchayat Disaster Management Committee.....	32
Table 20. History of past disasters .....	37
Table 21. Major applicable hazards .....	37
Table 22. Flood Prone Villages.....	38
Table 23. Seasonality of hazards.....	38
Table 24. Applicable Hazards Block Wise .....	39
Table 25. Blocks lying in specific hazard zones .....	39
Table 26. Block wise vulnerability .....	41
Table 27. Vulnerability With respect to Flood.....	44
Table 28. Vulnerability With respect to Earthquake.....	45
Table 29. Vulnerability With respect to Drought.....	45
Table 30. Vulnerability With respect to Forest Fire.....	46
Table 31. Vulnerability With respect to Hailstorm .....	46
Table 32. Vulnerability With respect to Frost.....	47
Table 33. Vulnerability Elements With respect to Stampede .....	47
Table 34. Resource inventory .....	47
Table 35. Potential impact of applicable hazards and existing vulnerabilities .....	49
Table 36. Pre-Disaster Warning, Alerts .....	60
Table 37. Initial Assessment Report (Format) .....	78
Table 38. S&R Team Structure.....	80
Table 39. Contact details of all the Medical Combat teams in Seoni .....	81

# Figures

Figure 1 Stages of Disaster Cycle .....	26
Figure 2 District Disaster Information System .....	30
Figure 3 primary ICS management functions.....	63
Figure 4 ICS Hierarchy .....	66
Figure 5 ICS Sections .....	70
Figure 6 Proposed Crisis Management Structure.....	77
Figure 7 Intra-District Coordination .....	117

# Contents

<b>CERTIFICATE .....</b>	<b>ОШИБКА! ЗАКЛАДКА НЕ ОПРЕДЕЛЕНА.</b>
<b>ACKNOWLEDGMENT.....</b>	<b>2</b>
<b>PREFACE.....</b>	<b>3</b>
<b>ABBREVIATIONS.....</b>	<b>4</b>
<b>TABLES.....</b>	<b>6</b>
<b>FIGURES.....</b>	<b>7</b>
<b>PART A. GENERAL.....</b>	<b>12</b>
<b>A 1 Overview.....</b>	<b>13</b>
<b>A 1.1 District Profile.....</b>	<b>13</b>
A 1.1.1 Location and administrative divisions.....	13
A 1.1.2 Geography and Topography.....	15
A 1.1.3 Demographic and socio economics.....	15
A 1.1.4 Climate and weather.....	16
A 1.1.5 Health (Medical).....	17
A 1.1.6 Education.....	18
A 1.1.7 Agriculture and Land use.....	19
A 1.1.8 Housing Pattern.....	20
A 1.1.9 Industrial set ups.....	20
A 1.1.10 Transport and Communication Network.....	21
1.1.11 Power stations and Electricity Installations.....	22
A 1.1.12 Major historical, Religious places, Tourist spots.....	23
<b>A 1.2 Scope and Ownership of District Disaster Management Plan.....</b>	<b>23</b>
<b>A 1.3 Purpose of the Plan.....</b>	<b>24</b>
<b>A 1.4 Key Objectives.....</b>	<b>24</b>
<b>A 1.5 District Plan Approach.....</b>	<b>25</b>



<b>A 2.</b>	<b>Institutional Arrangements.....</b>	<b>26</b>
<b>A 2.1</b>	<b>District Disaster Management Authority (DDMA) .....</b>	<b>27</b>
<b>A.2.2</b>	<b>District Disaster Management Committee (DDMC).....</b>	<b>28</b>
<b>A 2.3</b>	<b>District Emergency Operations Center (DEOC) / District Control Room (DCR) .....</b>	<b>29</b>
<b>A.2.4</b>	<b>District Disaster Information System .....</b>	<b>30</b>
<b>A.2.5</b>	<b>Urban Area Disaster Management Committee .....</b>	<b>30</b>
<b>A.2.6</b>	<b>Block Level Disaster Management Committee.....</b>	<b>31</b>
<b>A.2.7</b>	<b>Gram Panchayat Disaster Management Committee .....</b>	<b>32</b>
	<b>PART B HAZARD, VULNERABILITY ASSESSMENT AND RISK PROFILING (HVRC) .....</b>	<b>34</b>
<b>B 1.</b>	<b>Hazard Assessment.....</b>	<b>35</b>
<b>B 2</b>	<b>Vulnerability Analysis.....</b>	<b>40</b>
<b>B 3.</b>	<b>Capacity Analysis .....</b>	<b>47</b>
<b>B 4.</b>	<b>Risks Assessment .....</b>	<b>49</b>
<b>B.4.1</b>	<b>Potential impact of applicable hazards and existing vulnerabilities .....</b>	<b>49</b>
<b>B 4.2</b>	<b>Risk profiling of the district .....</b>	<b>50</b>
	<b>PART C . DISTRICT DISASTER MANAGEMENT FRAMEWORK.....</b>	<b>54</b>
<b>C 1</b>	<b>District Action Plans .....</b>	<b>55</b>
<b>C 1.1</b>	<b>Mitigation Plan .....</b>	<b>55</b>
C 1.1.1	Scope of Integrating Risk Reduction in Development Schemes.....	55
C 1.1.2	Training & Capacity Building .....	57
C 1.1.3	Community Initiatives .....	58
C 1.1.4	Risk Management Funding.....	58
<b>C 1.2</b>	<b>Preparedness Plan .....</b>	<b>59</b>
C.1.2.1	Preparedness before response .....	59
C.1.2.2	Pre-Disaster Warning, Alerts.....	60
C.1.2.3	Evacuation preparedness.....	61
C.1.2.4	Organizing mock drills .....	62
<b>C 1.3</b>	<b>Response Plan .....</b>	<b>62</b>
C 1.3.1	Incident Command System (ICS) .....	62
C 1.3.2	Crisis management direction & coordination .....	77
C 1.3.3	Disaster Emergency Response Force.....	77
C 1.3.4	Rapid damage assessment & reporting .....	78
C 1.3.5	Dist. Search & rescue Team.....	80

C 1.3.6	Medical response .....	81
C 1.3.7	Logistic arrangements .....	82
C 1.3.8	Communications .....	82
C 1.3.9	Temporary shelter management .....	83
C 1.3.10	Water and Sanitation (WATSAN) .....	83
C 1.3.11	Law & order .....	84
C 1.3.12	Public grievances/missing persons search/media management .....	85
C 1.3.13	Animal care .....	85
C 1.3.14	Management of deceased .....	85
C 1.3.15	Civil Defense and Home Guards .....	86
C 1.3.16	Role of Private Security .....	86
C 1.3.17	NGOs & Voluntary organizations .....	86
C 1.3.18	Relief management planning .....	87
C 1.3.19	Media Management .....	89
C 1.3.20	Fire Services .....	90
<b>C 1.4</b>	<b>Recovery and Reconstruction Plan .....</b>	<b>91</b>
C 1.4.1	Restoration of basic infrastructure .....	92
C 1.4.2	Reconstruction of damaged buildings/social infrastructure .....	92
C 1.4.3	Restoration of livelihoods .....	93
C 1.4.4	Psycho-social interventions .....	93
<b>C 1.5</b>	<b>Cross cutting elements .....</b>	<b>94</b>
C 1.5.1	Community Based Disaster Management .....	94
C 1.5.2	Needs of the Special vulnerability Groups .....	94
C 1.5.3	Addressing climate induced anthropogenic issues .....	95
<b>C 2</b>	<b>Standard Operating Procedures (and Checklists) .....</b>	<b>96</b>
<b>C 2.1</b>	<b>SOPs for all concerned Line Departments .....</b>	<b>96</b>
C 2.1.1	Revenue Department .....	96
C 2.1.2	Home Guards Department .....	98
C 2.1.3	Electricity Department (MPSEB) .....	99
C 2.1.4	Transport Department .....	100
C 2.1.5	Agriculture Department .....	101
C 2.1.6	Police Department .....	101
C 2.1.6	Health Department .....	102
C 2.1.7	Telephone Department .....	104
C 2.1.8	Food & Civil Supplies Department .....	105
C 2.1.9	Irrigation Department .....	106
C 2.1.10	Mining and Industries Department .....	107
C 2.1.11	Forest Department .....	108
C 2.1.11	Municipal Board .....	109
<b>C 3</b>	<b>Financial Provisions for Disaster Management .....</b>	<b>110</b>
<b>C 4</b>	<b>Coordination mechanisms with other stakeholders .....</b>	<b>111</b>
<b>C 4.1</b>	<b>Mapping of stakeholders in the District .....</b>	<b>111</b>
C 4.1.1	Public and Private sector .....	111
C 4.1.2	Non-Governmental Organizations and Community Based Organizations .....	111

C 4.1.3	Religious Institutions .....	114
C 4.1.4	Academic Institutions.....	114
C 4.1.5	International Humanitarian Organizations .....	115
<b>C 4.2</b>	<b>Responsibilities of the stakeholders .....</b>	<b>115</b>
<b>C 5</b>	<b>Inter-District Coordination Mechanisms .....</b>	<b>116</b>
<b>C 6</b>	<b>Intra- District Coordination Mechanisms – [with Block Headquarters] .....</b>	<b>116</b>
<b>C 7</b>	<b>Dissemination of DM Plan .....</b>	<b>117</b>
<b>C 7.1</b>	<b>Plan Evaluation.....</b>	<b>118</b>
<b>C 7.2</b>	<b>Plan Update.....</b>	<b>118</b>
<b>C 8</b>	<b>Annexure .....</b>	<b>119</b>
<b>C 8.1</b>	<b>District Profile .....</b>	<b>119</b>
C 8.1.1	Health Facilities .....	119
<b>C 8.2</b>	<b>Resources .....</b>	<b>123</b>
C 8.2.1	List of Petrol Pumps in Seoni.....	123
C 8.2.2	List of Swimmers in Seoni.....	125
C 8.2.3	List of Relief Shelters .....	126
C 8.2.4	List of Animal Doctors .....	127
<b>C 8.3</b>	<b>Media and information management.....</b>	<b>128</b>
<b>C 8.4</b>	<b>Important Contact numbers .....</b>	<b>129</b>
<b>C 8.5</b>	<b>Do’s and don’ts of all possible hazards .....</b>	<b>131</b>
<b>C 8.6</b>	<b>Detailed Maps .....</b>	<b>137</b>
C 8.6.1	General Map of Seoni.....	137
C 8.6.2	Map showing Forest Cover in Seoni .....	138
C 8.5.3	Map showing flood prone areas in Seoni .....	139
C 8.6.4	Map showing location of Medical facilities in Seoni .....	140
C 8.6.5	Map showing location of Fire Brigade in the District .....	141
C 8.6.6	Map showing neighboring districts of Seoni .....	142
C 8.6.7	Map of M.P. showing Drought Prone Districts.....	143
C 8.6.8	Map of M.P. showing flood affected districts .....	144
C 8.6.9	Detailed Map of block Keolari .....	145
C 8.6.10	Detailed Map of block Dhanaura .....	146
C 8.6.11	Detailed Map of block Seoni .....	147
C 8.6.12	Detailed Map of block Chhapara .....	148
C 8.6.13	Detailed Map of block Kurai .....	149
C 8.6.14	Detailed Map of block Barghat .....	150
C 8.6.15	Detailed Map of block Lakhnadon .....	151
C 8.6.16	Detailed Map of block Ghansore .....	152
<b>C.9. References Used.....</b>		<b>153</b>

# **PART A.**

# **GENERAL**

# A 1 Overview

## A 1.1 District Profile

This section provides an overview of Seoni district in terms of its geography and topography (temperatures, rainfall, geographical area, landholding pattern, cropping pattern, rivers, livelihood details, major drinking water sources, critical establishments etc.), demography (literacy rate, poverty, economy, per capita income, main occupation of the people), climate and weather, rivers, roads, housing, communications, education, health (hospitals), and other critical infrastructure such as industrial establishments, etc.

### A 1.1.1 Location and administrative divisions

**Seoni** is primarily a tribal dominated district formed on 1st November 1956. The district is situated on a narrow, North-South section of Satpura plateau in the South of Jabalpur Division. The District lies between latitude 21 36' & 22 57' North and longitude 79 19' & 80 17' East. Total area of district is 8758 sq kms. For administrative convenience the district has been divided into 5 revenue sub divisions namely Seoni, Lakhnadon, Barghat, Keolari & Ghansore and 8 Tahsils namely Seoni, Lakhnadon, Barghat, Keolari, Ghansore, Dhanaura, Kurai & Chhapara.

**Table 1. Location and administrative divisions**

<b>Location (in degrees) -</b>	<b>Latitude - 21 36' &amp; 22 57' North</b> <b>Longitude - 79 19' &amp; 80 17' East.</b>
<b>District Area (in sq. kms.) -</b>	8758 sq kms.
<b>Administrative information-</b>	
<b>No. of sub divisions:</b>	5 (Seoni, Lakhnadon, Barghat, Keolari & Ghansore)
<b>No. of Tehsils:</b>	8 (Seoni, Lakhnadon, Barghat, Keolari, Ghansore, Dhanaura, Kurai & Chhapara)
<b>No. of Municipal Boards</b>	
<b>No. of Blocks:</b>	8 (Seoni, Lakhnadon, Barghat, Keolari, Ghansore, Dhanaura, Kurai & Chhapara)

<b>No. of Gram Panchayats:</b>	645																											
<b>No. of Villages:</b>	1585 Occupied + 14 Unoccupied																											
<b>No. of Police Stations, Police Chowkees (Block wise):</b>	<table border="1"> <thead> <tr> <th>Name of Block</th> <th>Police Stations</th> <th>Police Chowkees</th> </tr> </thead> <tbody> <tr> <td>Seoni</td> <td>4</td> <td>0</td> </tr> <tr> <td>Keolari</td> <td>2</td> <td>2</td> </tr> <tr> <td>Barghat</td> <td>2</td> <td>0</td> </tr> <tr> <td>Kurai</td> <td>1</td> <td>0</td> </tr> <tr> <td>Lakhnadon</td> <td>2</td> <td>0</td> </tr> <tr> <td>Ghansore</td> <td>2</td> <td>1</td> </tr> <tr> <td>Chhapara</td> <td>1</td> <td>0</td> </tr> <tr> <td>Dhanaura</td> <td>1</td> <td>1</td> </tr> </tbody> </table>	Name of Block	Police Stations	Police Chowkees	Seoni	4	0	Keolari	2	2	Barghat	2	0	Kurai	1	0	Lakhnadon	2	0	Ghansore	2	1	Chhapara	1	0	Dhanaura	1	1
Name of Block	Police Stations	Police Chowkees																										
Seoni	4	0																										
Keolari	2	2																										
Barghat	2	0																										
Kurai	1	0																										
Lakhnadon	2	0																										
Ghansore	2	1																										
Chhapara	1	0																										
Dhanaura	1	1																										
<b>No. of Post Offices(Block wise): (Post office+ Branch office)</b>	<table border="1"> <thead> <tr> <th>Name of Block</th> <th>Post Office</th> <th>Branch office</th> </tr> </thead> <tbody> <tr> <td>Seoni</td> <td>6</td> <td>10</td> </tr> <tr> <td>Keolari</td> <td>4</td> <td>43</td> </tr> <tr> <td>Barghat</td> <td>2</td> <td>32</td> </tr> <tr> <td>Kurai</td> <td>2</td> <td>9</td> </tr> <tr> <td>Lakhnadon</td> <td>4</td> <td>31</td> </tr> <tr> <td>Ghansore</td> <td>2</td> <td>16</td> </tr> <tr> <td>Chhapara</td> <td>2</td> <td>8</td> </tr> <tr> <td>Dhanaura</td> <td>1</td> <td>7</td> </tr> </tbody> </table>	Name of Block	Post Office	Branch office	Seoni	6	10	Keolari	4	43	Barghat	2	32	Kurai	2	9	Lakhnadon	4	31	Ghansore	2	16	Chhapara	2	8	Dhanaura	1	7
Name of Block	Post Office	Branch office																										
Seoni	6	10																										
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Lakhnadon	4	31																										
Ghansore	2	16																										
Chhapara	2	8																										
Dhanaura	1	7																										
<b>Year of district formation:</b>	1 <sup>st</sup> November, 1956																											
<b>Name of adjacent districts:</b>	In east by Balaghat & Mandla, in north by Jabalpur, in south by Nagpur district, in west by Chhindwara & Narsinghpur																											

Source of Data: District Planning Officer

Year 2010

### A 1.1.2 Geography and Topography

Seoni district is rich in timber resources. Teak is most important tree growing in and around Seoni district. 37% of the total land is covered with forest. Wainganga river is the lifeline of Seoni district. It originates at "Mundara" village in Seoni district. Asia's largest mud dam has been built on this river at Bhingarh village in Chhapara block of the district.

**Table 2. Geography and Topography**

<b>Name of rivers and lakes:</b>	Wainganga, Hier, Sagar, Thael and Sade
<b>No. of dams, embankments:</b>	2 dams: Bheemgarh Dam & Barghi Dam
<b>Name of existing mountains:</b>	South: Saleua, Kalmuhi ; North: Kurai, Kala Bheemsen ; Mid: Karian ; East: Gurera ; West: Manouri
<b>Highest elevation (in meters):</b>	619 m
<b>Forest cover in the district:</b>	37% ( 3276 sq. km.)

Source of Data: District Planning Officer [District Statistical Book 2010]

### A 1.1.3 Demographic and socio economics

As per 2011 census the total population of Seoni is 1378876 of which 50.39% are male and 49.61% are female. The sex ratio in the district is 984 female for every 1000 male. The population density is 157 per sq. km. The main occupation of people is agriculture and there are 124352 families below poverty line.

**Table 3. Demographic and socio economics**

<b>Total household:</b>	231959
<b>Total population:</b>	1378876
<b>Male:</b>	694916

<b>Female:</b>	683960
<b>Population density:</b>	157 per sq. km.
<b>Income - Total BPL families:</b>	124352
<b>Occupation - Main occupation of people:</b>	Agriculture based
<b>Secondary occupation of people:</b>	Labor work

Population data is as per 2011 & Income as per 2010

Source of Data: District Planning Officer [District Statistical Book 2010]

#### A 1.1.4 Climate and weather

The average annual rainfall in Seoni is 1183.9 mm. the maximum temperature goes up to 41°C and minimum does down to 12.8°C.

**Table 4. Climate and weather**

<b>Rainfall-</b>	
<b>Total annual rainfall of last year:</b>	1279.8 mm (Jun'11- April'12)
<b>Average rainfall ( last 10 years):</b>	1183.9 mm
<b>Temperature-</b>	
<b>Average Maximum Temperature:</b>	41 °C



<b>Average Minimum Temperature:</b>	12.8 °C
<b>Demarcation of crucial seasons-</b>	
<b>Months of excess rainfall, leading to flood situation:</b>	Jun- Aug
<b>Months of water scarcity, leading to drought situation:</b>	Mar- May

Avg. temperature calculated using past 5 yrs data

Source of Data: Land Record Office

### A 1.1.5 Health (Medical)

Seoni District Hospital is a 400 bedded hospital including 6-bedded super specialty ICU. In addition to these there are 8 CHCs and 29 PHCs operational in this district catering to rural populace of this district.

**Table 5. Health (Medical)**

Block name	Seoni	Kurai	Lakhnadon	Chhapara	Ghansore	Dhhanaura	Keolari	Barghat	Total
No of Dist. Hospitals	1	0	0	0	0	0	0	0	1
No. of major Private Hospitals	5	0	2	0	0	0	0	0	7
No of CHC (Community Health Centre)	1	1	1	1	1	1	1	1	8
No of PHC (Primary Health Centre)	6	4	3	4	3	2	5	2	29
No of SHC ( Sub Health Centre)	34	26	30	17	27	14	32	33	213
No. of Medical Officers(Govt.)	31	3	10	3	3	1	1	2	54
No. of Ambulances	11	3	4	3	3	2	4	4	34

<b>No. of Blood Banks</b>	1	0	0	0	0	0	0	0	1
<b>No. of Trauma Centre</b>	1*	0	0	0	0	0	0	0	1

\* Under construction  
Source: CMHO, Seoni

**Total no. of medical stores in the district : 445**

**Total no. of Asha karyakarta : 1557**

### A 1.1.6 Education

As per 2011 census Seoni has an overall literacy rate of 73%. There are 62 primary schools and 13 colleges in the district. The District does not have any engineering or medical college.

**Table 6. Education**

<b>Literacy rate:</b>	73%
<b>Total Male:</b>	81.8%
<b>Total Female:</b>	64.1%
<b>No. of Secondary schools:</b>	(Govt. + Private entities) 92
<b>No. of High/Middle schools:</b>	1013
<b>No. of Primary schools:</b>	2428
<b>No. of Anganwaris:</b>	1810
<b>No. of ITIs/ training centers:</b>	1 (6 sub centers) govt.+2 private
<b>No. of Engineering colleges:</b>	0

<b>No. of Medical colleges:</b>	0
<b>No. of Other colleges:</b>	9
<b>Total (Approx.) Students Strength in all the educational institutions:</b>	429479
<b>Total (Approx.) Staff Strength in all the educational institutions:</b>	15870

Literacy data is as per 2011

Education data is as per 2012

Source of Data: District Planning Officer [District Statistical Book 2010] & Dist. Education Officer

### A 1.1.7 Agriculture and Land use

Rabi and Kharif are the two major cropping seasons in Seoni. Major crops comprises paddy, wheat, maize, soyabean, etc. Net cropped area for the year 2010-11 was 3844 sq.km. and 1514 sq.km. was cropped twice.

**Table 7. Agriculture and Land use**

<b>Cropping pattern -</b>	Paddy based farming & Soyabean based farming
<b>Type of major crops:</b>	Paddy, Soyabean, Maize, Peasonpea, Gram, Pea, Groundnut, Seasemum, wheat
<b>Cropping seasons:</b>	Kharif, rabi
<b>Land classifications-</b>	
<b>Forest land:</b>	2673 sq. km
<b>Barren &amp; Uncultivated land:</b>	609.34 sq. km

<b>Cultivated land:</b>	5358.87 sq. km
<b>Net Crop area:</b>	3844.86 sq. km
<b>Pasture land:</b>	204.71 sq. km
<b>Soil classifications</b>	
<b>Based on Productivity- Quality of soil (out of net crop area)</b>	
<b>High</b>	1113 sq. km
<b>Medium</b>	1372 sq. km
<b>Low</b>	1229 sq. km

Data as per 2010-11

Source of Data: Agriculture Dept.

### A 1.1.8 Housing Pattern

**Seoni** has majority of its population living in rural areas where majority of the construction is kachha. As per Sept'2010 out of 124352 BPL families 11404 do not have a house to live and 79370 lives in kachha houses.

**Table 8. Housing Pattern**

<b>Type of Housing Construction</b>	Kachha buildings	2,75,307	91%
	Pakka buildings	25,860	9%
<b>Type of materials used</b>	unburnt & burnt bricks, bamboo, stone, mud, RCC, tiles, etc		

Data as per 2001 census

Source of Data: Vulnerability Atlas of India

### A 1.1.9 Industrial set ups

There is no industry in Seoni which can be categorized under Small, Medium or Large Scale Industry. Hence, the total workforce employed by them is also nil. Though, there are 403 very small scale industries (worth < 25 lacs each) employing 484 people. 20 new small and medium scale industries (including a major Power plant) are proposed in Bhurkal Khapa, a newly developed industrial area in Seoni. As there are no major industries in Seoni, hence, there is no chance of any major industrial accident.

#### A 1.1.10 Transport and Communication Network

All the blocks of Seoni are well connected by road. Nagpur Varanasi NH-7 passes through the middle of the district dividing the district into two halves. Seoni has narrow gauge railway track passing through Seoni, Keolari and Ghansour blocks. The closest major airport serving the destination is Dr. Babasaheb Ambedkar International Airport in Nagpur, 121 kms from Seoni. Seoni has a descent communication network with 85 wireless stations and 53 telephone exchanges. All the blocks have internet facility, but there are no emergency communication devices except for a radio available with the Police department.

**Table 9. Transport and Communication Network**

<p><b>1) Transport Connectivity of each block w.r.t. following networks:</b></p> <p><b>a) By Road</b></p> <p><b>b) By Rail</b></p> <p><b>c) By Air</b></p> <p><b>d) Waterways</b></p>	<p>All blocks are well connected by road</p> <p>Seoni, Keolari and Ghansour are connected through Narrow Gauge Railway line</p> <p>Nearest Airport Nagpur and Jabalpur (each 150 k.m. approx)</p> <p>Nil</p>				
<p><b>2) Communication network</b></p> <p><b>i) No. of wireless stations in the respective blocks</b></p>	<table border="1"> <thead> <tr> <th data-bbox="1122 1881 1295 1961">Name of Block</th> <th data-bbox="1295 1881 1433 1961">Wireless Stations</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Name of Block	Wireless Stations		
Name of Block	Wireless Stations				

	<b>Seoni</b>	23
	<b>Keolari</b>	12
	<b>Barghat</b>	9
	<b>Kurai</b>	9
	<b>Lakhnadon</b>	19
	<b>Ghansore</b>	4
	<b>Chhapara</b>	5
	<b>Dhanaura</b>	4
<b>ii) Availability of telephone, mobile services in each block</b>	Available in all blocks	
<b>iii) Availability of internet facility in the blocks</b>	Available in all blocks	
<b>iv) No. of HAM Radio Stations in the blocks</b>	Nil	

Source of Data: R.T.O and BSNL Office [2012]

### 1.1.11 Power stations and Electricity Installations

There are 4 power stations and 40 sub stations in Seoni. In total 28 villages are not electrified including 14 which are partially electrified by solar energy. There are no DG sets available with the electricity department.

**Table 10. Power stations and Electricity Installations**

<b>List of power stations in the district:</b>	3 ( Bheemgarh, Chargaon- Jatlapur & Tilwara)
<b>List of power sub-stations in the district:</b>	40
<b>Electricity outreach in the district:</b>	Only 26 Villages are un-electrified
<b>Available sources of electricity in district, like DG sets etc:</b>	Nil

Source of Data: MPEB, Seoni [2012]

### A 1.1.12 Major historical, Religious places, Tourist spots

Seoni houses Asia's largest mud dam, which has been constructed on Wainganga River and is mainly used for irrigation purposes. The dam site at Bhingarh village in Chapra block is a popular tourist attraction. Another prominent attraction in the destination is Pench Tiger Reserve, which sprawls across 758 sq km.

Seoni houses a number of religious places and fairs organised in these destinations attracts thousands of visitors, Sankranti melas and Basant panchmi melas being the prominent ones.

**Table 11. Major historical, Religious places, Tourist spots**

Type	Name	Approx. Footfall per day
Archaeological Sites	Gram Aasta Mandir, Barghat	< 300
	Naga Baba Sthal, Keolari	< 300
	Fort of Aadegaon, Lakhnadon	< 200
	Recharia Ji, Dhanaura	< 300
Tourist Spots	Pench Tiger Sanctuary	< 500
	Muth Bhogara, Lakhnadon	< 300
	Bheemgarh dam ,Chhapara	< 500

Source of Data: District Planning Officer & Archeological Dept.

## A 1.2 Scope and Ownership of District Disaster Management Plan

Any type of disaster be it natural or manmade, leads to immense loss of life, and also causes damage to the property and the surrounding environment, to such an extent that the normal social and economic mechanism available to the society, gets disturbed.

The Govt. of India, recognized the need to of a proactive, comprehensive, and sustained approach to disaster management to reduce detrimental effects of disasters on overall socio-economic development of country, and came out with Disaster Management (DM) Act 2005, and highlighted the role and importance of District Disaster Management Plan. The Govt. of Madhya Pradesh (GoMP) also believes that there is a need for a Disaster Management Plan in every district that articulates its vision and strategy for disaster management in the state. In this context the Madhya Pradesh State Disaster Management Authority (MPSDMA) provides guidelines to various entities involved in disaster management in the state to discharge their responsibilities more effectively.

Further, as per the DM Act, the District Disaster Management Authority to be formed in each district and it will be the nodal agency for preparation, functioning and review of the District Disaster Management Plan (DDMP).

The scope of district disaster management plan is very wide, and it is applicable in all the stages of disasters (before, during, after & non disaster time). The DDMPs can help officials in taking important decisions and also provide guidance to direct subordinates in emergency. The DDMP helps in saving the precious time, which might be lost in the consultations, and getting approval from authorities.

It will be the responsibility of the District Disaster Management Authority members to look after the district and sub district level institutionalization activities pertaining to the disaster management, including the periodic review of district disaster management plan and allied functions.

DDMP is an operational module for district administration (owned by the DDMA) and it helps to effectively mitigate the different types of disasters with locally available persons and resources. It also ensures a checklist for all the stakeholders for an action oriented response structure and to study their preparedness level.

## **A 1.3 Purpose of the Plan**

To make the district safer, and respond promptly in a coordinated manner in a disaster situation, mitigate potential impact of disasters in order to save lives of people and property of the respective district.

## **A 1.4 Key Objectives**

Complying with the DM Act 2005, the objectives guiding the formulation of the plan are:

- Assess all risks and vulnerabilities associated with various disasters in the district
- Promoting prevention and preparedness by ensuring that Disaster Management (DM) receives the highest priority at all levels in the district.
- Prevention and minimization of loss of human lives and property by gearing up preparedness, prevention & mitigation of disasters
- To provide clarity on roles and responsibilities for all stakeholders concerned with disaster management so that disasters can be managed more effectively



- Assisting the line departments, Block administration, urban bodies and community in developing coping skills for disaster management & Ensuring that community is the most important stakeholder in the DM process.
- To strengthen the capacities of the community and establish and maintain effective systems for responding to disasters
- Developing convergence of action in addressing, preventing and mitigating disasters and to equip with maximum possible relief measures and to resort to pre-disaster, during and post-disaster steps.
- To establish and maintain a proactive program of risk reduction, this program being implemented through existing sectoral and inter-sectoral development programs and
- Mainstreaming DM concerns into the developmental planning process.
- Encouraging mitigation measures based on state-of-the-art technology and environmental sustainability.
- To address gender issues in disaster management with special thrust on empowerment of women towards long term disaster mitigation
- Developing contemporary forecasting and early warning systems backed by responsive and fail-safe communications and Information Technology support.
- Encourage training and create awareness, rehearsals, dissemination of knowledge, and information on DM among all the citizens living in the district.
- Ensuring relief/assistance to the affected with care, without any discrimination of caste, creed, community or sex
- Undertaking reconstruction as an opportunity to build disaster resilient structures and habitat.
- Undertaking recovery to bring back the community to a better and safer level than the pre-disaster stage
- To develop disaster management as a distinct management discipline and creation of a systematic and streamlined disaster management cadre

## A 1.5 District Plan Approach

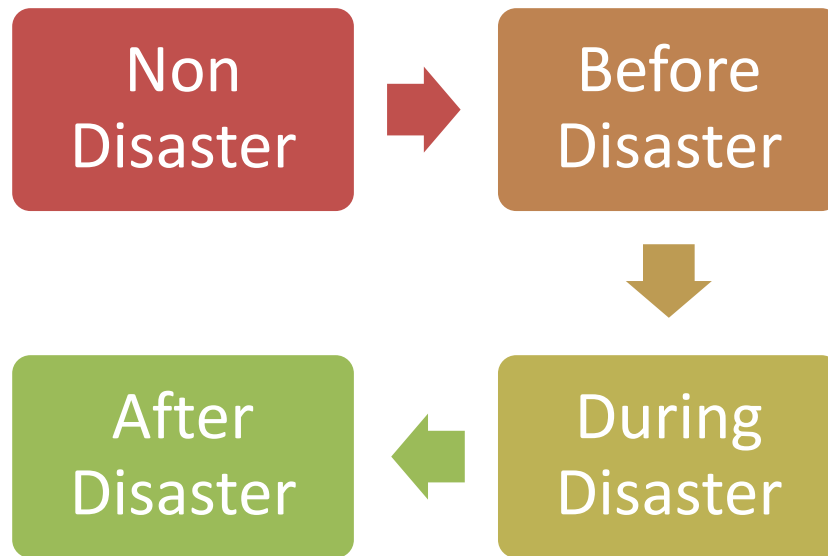
The aim of the plan is to establish necessary systems, structures, programs, resources, capabilities and guiding principles for reducing disaster risks and preparing for and responding to disasters and threats of disasters in respective district, in order to save lives and property, avoid disruption of economic activity and damage to environment and to ensure the continuity and sustainability of development.

The district disaster management plan has a holistic and integrated approach with emphasis on prevention, mitigation and preparedness by ensuring that Disaster Management receives the highest priority at all levels in the district. It has a paradigm shift, similar to the lines of national and state level, from reactive and relief

centric approach to disasters. The approach is aimed to conserve developmental gains and also minimize losses to lives, livelihood and property.

For efficient execution of the District Disaster Management Plan, the Plan has been organized as per these four stages of the Disaster Cycle.

**Figure 1 Stages of Disaster Cycle**



Non disaster stage: Activities include disaster mitigation, leading to prevention & risk reduction.

Before disaster stage: Activities include preparedness to face likely disasters, dissemination of early warnings.

During disaster stage: Activities include quick response, relief, mobilization of search & rescue, damage assessment.

After disaster stage: Activities include recovery & rehabilitation programs in disaster affected areas.

## **A 2. Institutional Arrangements**

According to the Disaster Management Act 2005 passed by the Parliament of India, District Disaster Management Authority and District Disaster Management Committee is to be formed in each and every district. Only District Disaster Management Authority is formed dated 13<sup>th</sup> May, 2010. District Disaster Management Committee, block and gram level committees are to be formed comprising of the members as mentioned later in this section.

## A 2.1 District Disaster Management Authority (DDMA)

Following table gives the details of the present DDMA in Seoni.

**Table 12. Present DDMA in Seoni**

Members of DDMA	Name	Actual Designation	Off.	Home	Mobile
President	Mr. Ajeet Kumar	Collector	220444	220301	
V.President	Mr. Mohan singh Chadel	President, Jila Panchayat	223472	223172	9425174586
Member	Mr. Rakesh Jain	S.P. (Police)	226689	225589	9425180473
Member	Dr. Y.S. Thakur	Chief Medical Officer	220323 222323	220376	9424387300
Member	Mr. Gopal Gupta	Executive engineer, PWD (B&R)	220572	220758	9425393029
Member	Mr. Sanket Bhondve	CEO, Jila Panchayat	228073 228092 228072	220478	8349003322
Member / Secretary	Mr. B.S. Kulesh	Upper Collector	220658	223475	9425356745

### Roles and Responsibilities of DDMA:

- Implementing disaster management plan
- Reviewing the threat of disasters, vulnerability of the district to such disasters
- Taking preventive and mitigation measures with the help of all the departments for such disasters
- Creating awareness for disaster among community with the involvement of NGO's and optimum utilization of local resources
- To establish relief camp, food centre, cattle camp at time of emergency
- To issue order to all authorized institutions and local authorities regarding preventive and mitigation actions
- Considering the suggestions for improvement of the response document of DDMP
- The District Disaster management authority may in case of large-scale disasters get in touch with the local Defence units for assistance for rescue, evacuation and emergency relief measures
- The District Disaster Management authority will have the authority to requisite resources, materials and equipment from the private sector

- Issue order to all the revenue officers to take note of Primary Facility in disaster prone villages of district
- Issue order of full cooperation from the entire Jan pad Panchayats of district
- Issue order to all the Sub-Divisional Magistrate to ensure stock of basic resources as preparation plan
- Provide Technical support and advice to all the local authorities
- Identification of places, buildings (school, college's community hall) which can be used as relief camps at the time of disaster
- Create a stock of search and rescue material and make available at disaster site in least time
- To motivate NGO's and other organization to work for disaster management activities
- To ensure that communication network works in effective manner

## A.2.2 District Disaster Management Committee (DDMC)

District level Disaster Management Advisory Committee will be appointed by the District Disaster Management Authority to take advice on various subject specific fields within the overall context of disaster management. The committee will comprise of disaster management experts, which may be from government departments, research institutes or NGO's. The proposed District Disaster Management Advisory Committee for Seoni district will comprise of following (the list is not exhaustible):

**Table 13. District Disaster Management Committee (DDMC)**

S.No.	Functionaries	Post
1	Collector	President
2	CEO, Zila Parishad	V. President
3	Additional Collector	Member
4	Superintended Of Police	Member
5	Chief Medical Officer	Member
6	Chief Engineer (MPEB)	Member
7	Chief Engineer (PWD)	Member
8	Commissioner Municipal Corporation	Member

9	District Forest Officer	Member
10	District Commandant, Home Guard	Member
11	Officer , RTO	Member
12	Chief Engineer (Irrigation)	Member
13	District Food Officer	Member
14	District Revenue Officer	Member
15	District Public Relation Officer	Member
16	General Manager , District Telecom Office	Member
17	From two prominent NGO's working in the district in the field of Disaster Management	Member

## A 2.3 District Emergency Operations Center (DEOC) / District Control Room (DCR)

An emergency centre is created in all the major departments mainly during the season of floods. The head is at the collectorate from where the information is dissipated to the concerned departments.

**Table 14. Present Flood control room**

<b>Location of the DEOC / DCR:</b>	District Collectorate
<b>Involved agencies in DEOC / DCR, Roles and responsibilities of the officials / nodal persons (phase wise):</b>	All the departments set up their own emergency centre which runs 24x7
<b>Equipments installed (software and hardware):</b>	1 telephone

Following is recommended for district emergency operation centre:

DEOC shall function round the clock and set up with sufficient manpower and with modern equipment. During non-disaster times, the DEOC will work under the supervision of the official not below the rank of Additional

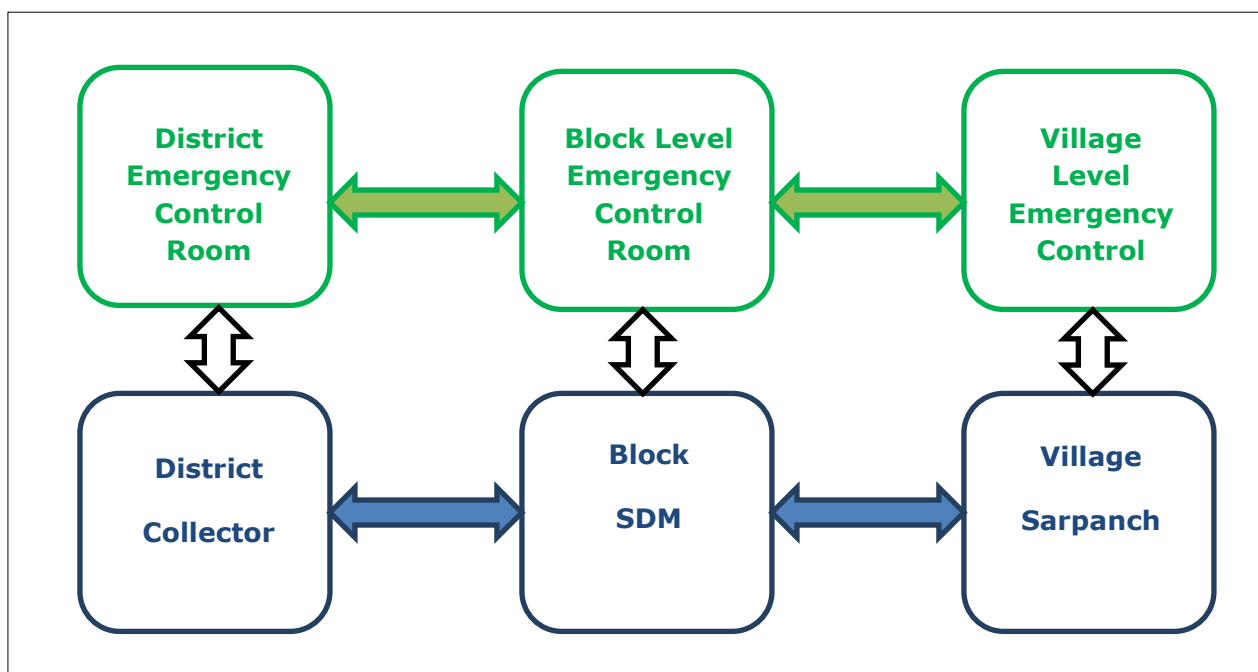
District Magistrate and as designated by the DDMA and during the emergencies, DEOC will come under the direct control of Collector or a person designated by him as Chief of Operations.

DEOC must be competent enough to utilize NDCN: National Disaster Management Communication Network.

## A.2.4 District Disaster Information System

Information and guidelines during disaster flows from district to block to village level. For each stage there should be a control room and nodal officer appointed. At district level Collector and the concerned departments play an important role. At block level SDM and NGOs have a crucial role. At the village level Sarpanch plays an important role.

**Figure 2 District Disaster Information System**



## A.2.5 Urban Area Disaster Management Committee

The proposed structure of Urban Area Disaster Management Committee is (the list is not exhaustive):

**Table 15. Urban Area Disaster Management Committee**

Functionaries	Designation
Collector	Chairman
Additional Collector	Member Secretary

President ZilaPanchayat	Co Chairman
Executive Engineer( PWD, Irrigation)	Member
Chief Medical Officer	Member
Chief Municipal officer(CMO)	Member
General Manager( Industry Department)	Member
In charge Officer Housing Development corporations	Member

#### **Roles and Responsibilities:**

- Monitoring of all the developmental activity going on in district and ensure that they satisfy building construction Norms and regulations.
- Create Awareness among community about earthquake, flood resistant structures, Harvesting Techniques etc.
- Prepare a list of resources (Public and private Sectors) available at short notice.

## **A.2.6 Block Level Disaster Management Committee**

The Major tasks for Block Level Disaster Management Committee are as follows:

- I. Planning
- II. Community Awareness
- III. Training and Capacity Building
- IV. Preparedness before response and Mitigation Plan.

The proposed structure of block level disaster management committee is(the list is not exhaustible):

**Table 16. Block Level Disaster Management Committee**

<b>Functionaries</b>	<b>Designation</b>
Nagar palika/ Nagar Panchayat Chairman	Chairman
Chief municipal officer	Member Secretary
SDM/ Tehsildar/Nayab Tehsildar	Co Chairman
SDO Police/ In charge Police Station	Member

Block Medical Officer	Member
Assistant Engineer (Irrigation)	Member
Assistant Engineer (PWD)	Member
Platoon Commander, Home Guards	Member
Range Officer, Forests	Member
Junior Engineer (JTO), Telecom	Member
Two prominent NGO's working in the block in the field of Disaster Management	Member

### Roles and Responsibilities:

- Identification of Vulnerable areas at blocks level and create awareness among community.
- Prepare a data base of Vulnerable Household, population.
- Prepare a list of Search and rescue equipment, relief material, and Man power available at short notice.
- Ensure Capacity building and proper maintenance of equipment.
- Create awareness among local community about; Do and don't at the time of disaster.
- Prepare operating procedure for various hazards present in block and update it once a year.
- Formation of Advisory committees as per requirement.
- Ensure that all the developmental activities in block like construction of dams, storage structures are flood & earthquake resistant.

## **A.2.7 Gram Panchayat Disaster Management Committee**

The proposed structure of gram panchayat disaster management committee is(the list is not exhaustible):

**Table 17. Gram Panchayat Disaster Management Committee**

Functionaries/Agency/Institutions	Designation
Gram Sarpanch	Chairman
Secretary Panchayat	Member Secretary
Patwari	Co Chairman



Anganwari Worker	Member
ASHA Karyakarta (Health Department)	Member
Line man (Electricity and telecommunication)	Member
Maintenance officer/ In-charge (PHE, PWD, Irrigation)	Member
Kotwar	Member

**Roles and Responsibilities:**

- Communicate District and Block level disaster management committee on receipt of any warning. Kotwar is the key person in collecting information from village
- Create Awareness among communities about vulnerable sites, areas.
- Identification of resources available in villages and ensure availability at short notice.
- Ensure Training and capacity building with involvement of local villagers.
- Formation of Search and Rescue team, Relief Team, Primary Health Team, Disposal of dead body and cleaning team etc. at village level as per requirement.

**PART B**

**HAZARD,**

**VULNERABILITY**

**ASSESSMENT AND**

**RISK PROFILING**

**(HVRC)**

# B 1. Hazard Assessment

There has been no major disaster in the recent history of Seoni. However, relief is given for a number of disasters which results in loss of crops like hail storm, frost (*palla*), drought, small floods, forest & crop fire, etc.

**Following are the major applicable Hazards in Seoni:**

- **Drought**

Drought is a temporary reduction in water or moisture availability significantly below the normal or expected amount for a specific period. This condition arises either due to inadequacy of rainfall, or lack of irrigation facilities. Seoni is highly vulnerable to Drought and has witnessed this disaster a number of times in recent history.

- **Forest Fire**

As 37% of the total land area is under forest cover, there are a lot of incidents of forest fire every year. In the year 2012 there were 25 incidents in North zone and 27 in South Zone. All the cases are of ground fire, no case of canopy fire has been registered till date. It is worth noting that as per NDMA more than 90% of the forest fire cases are man-made.

- **Crop Fire**

Every year during the time period when the crop is ready to cut there are instances of crop fire.

- **Hail Storm**

Almost every year Seoni observes huge loss of crops and livestock due to hail storm.

- **Frost (*Palla*)**

Every year Frost makes up a huge share in the relief given by the district administration for loss of crops. All the blocks are prone to frost and it is generally observed in the months of December and January.

- **Floods**

No major flood incident has been observed by Seoni in recent history. Small floods do occur during the monsoon season, but the impact of that on life and property is negligible.

- **Epidemic**

No major epidemic is reported in the district in recent years. But due to Poor Waste Management, Discharge of Sewerage into river and lakes, poor carcasses (dead animal) disposal and absence of underground sewerage network there is always chance of spread of any epidemic like Swine flu, Malaria, Chickengunia, etc in Seoni district. IDSP (Integrated Disease Surveillance Project) is quite active in Seoni, which keeps a regular check on possibilities of outbreak of an epidemic.

- **Road accidents**

No major road accident has occurred in recent years. However there are chances of road accidents on NH 7 that runs through Seoni.

- **Rail Accidents**

No major rail accident has been recorded. Seoni has narrow gauge railway line and hence because of its slow speed chances of any major rail accident is minimal.

- **Air Accidents**

There is a possibility of an air accident in Seoni District, as a number of commercial air routes passes from above Seoni like Chennai – Delhi, Nagpur – Delhi, Nagpur- Varanasi, etc. Also, an IAF fighter plane crashed in to the Barghee dam a couple of years back.

- **Communal Riot**

Seoni is a sensitive area when it comes to communal issues. In past also Seoni has observed many incidents of communal tensions between Hindu and Muslim.

- **Naxalite Attack**

Few blocks of Seoni lies in the Red Corridor and have been declared as sensitive areas. These blocks are thereby covered under IAP (Integrated Action Plan), where substantial amount of funds are given to carry on development activities in the affected regions.

- **Stampede**

Seoni observes a number of fairs and fests where people gather in large number. Chances of stampede are always there in such conditions and hence proper arrangements needs to be done in order to avoid such a scenario. Some of the major fairs and fests in Seoni are listed below:

**Table 19. Stampede prone events**

S.No.	Place	Occasion
1	Dighori Temple, Seoni	Maha Shiv Ratri

2	Math Talab, Seoni	Navratri & Sawan
3	Wainganga, Lakhhanwada	Makarsakranti

- **Earthquake**

Seoni has observed an earthquake in 1997 of magnitude 6.0 originated in Jabalpur. No major loss of life and property was observed. Lakhnadon and Ghansore lies in Zone III, hence, there is a continuous threat of earthquake.

**Table 18. History of past disasters**

Type of hazard	Year of occurrence	Impact on life (No. of people affected)	Hazard prone zone in district	Total Loss (in Lac Rs.)	Total grant (in Lac Rs.)
Earthquake (6.0)	1997		All Blocks		
Forest Fire	Every Year	Nil	All Blocks (Forest areas)		
Frost (Palla)	2012		All Blocks		5000
	Every year		All Blocks		
Hail storm	2012	6009	All Blocks	207.22	149.98
	Almost every year		All Blocks		
Drought	2004		Barghat, Seoni		100
	2005		Kurai		50
	2009		Seoni, Kurai, Keolari		150
	2010		Kurai , Keolari, Lakhnadon, Ghansore		200
	2012		Keolari		

Source: Land Record Dept. & Relief Department

**Table 19. Major applicable hazards**

Type of Applicable Hazard	Hazard Prone Blocks

<b>Flood</b>	Bheemgarh Dam: Keolari, Chhapara, Dhanaura, Seoni
	Barghee Dam: Ghansore
<b>Forest Fire</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai
<b>Stampede</b>	Barghat, Dhanaura
<b>Earthquake</b>	Lakhnadon, Ghansore
<b>Drought</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai
<b>Hail Storm</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai
<b>Frost (Paala)</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai
<b>Road, Rail , Air Accidents</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai
<b>Fire</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai
<b>Epidemic</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai

**Table 20. Flood Prone Villages**

Name of Block	Name of Villages
<b>Affected by Wainganga River [Bheemgarh Dam]</b>	
<b>Seoni</b>	Lakhanwada, Sargapur Sangai, Sujani, Pepria
<b>Chhapara</b>	Chhapara, Gohana, Simria, Bheemgarh Vilkata, Khapa, Devri
<b>Dhanaura</b>	Bhandi, Jatlapur, Raepura, Khaera, Naunia, Tilwara, Sunwara, Khaeri, Pindrai, Bhurkundi, Devghat Gwari, Majhgava Vineki
<b>Keolari</b>	Malara, Devkaran Tola, Keolari, Bothia, Gangatola, Lakhpadh, Gorakhpur, Khami, Paundi, Sarandi, Sarekhakala, Imlitola Nachnavahi
<b>Affected by Narmada River [Barghee Dam]</b>	
<b>Ghansore</b>	Madanpur, Sarangpur, Gadaghat, Chappal, Vyohari, Bijora, Payali Maal, Bagdari, Bardia, Basuria, Chamarwah, Kudwari, Beejasen, Kareiya, Anakhwada, Dharamkol, Chhindwada Dhawahi, Salua, Saelwada Vudhera, Heenai, Landikol, Pipeeya, Dampuri, Khursipar, Roto, Paddikona, Bkhari Maal

**Table 21. Seasonality of hazards**

Hazard	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
<b>Floods</b>						X	X	X				
<b>Drought</b>				X	X	X						
<b>Stampede</b>	X	X		X			X	X		X		

Forest Fire			X	X	X	X						
Earthquake	X	X	X	X	X	X	X	X	X	X	X	X
Hail Storm		X	X							X		
Frost(Paala)	X											X
Road, Rail , Air Accidents	X	X	X	X	X	X	X	X	X	X	X	X
Fire	X	X	X	X	X	X	X	X	X	X	X	X
Naxal Attack	X	X	X	X	X	X	X	X	X	X	X	X
Communal Riots	X	X	X	X	X	X	X	X	X	X	X	X
Epidemic	X	X	X	X	X	X	X	X	X	X	X	X

X = Month in which Disaster is more likely to occur

**Table 22. Applicable Hazards Block Wise**

Block	Drought	Frost	Hailstorm	Flood	Earthquake	Accident	Epidemic	Fire	Forest fire	Crop fire	Naxalite Attack	Communal riot	Stampede
Lakhnad on	X	X	X		X	X	X	X	X	X			X
Ghansaur	X	X	X	X	X	X	X	X	X	X			
Chhapara	X	X	X	X		X	X	X	X	X			
Dhanaura	X	X	X	X		X	X	X	X	X			X
Seoni	X	X	X	X		X	X	X	X	X		X	X
Keolari	X	X	X	X		X	X	X	X	X	X		
Barghat	X	X	X			X	X	X	X	X	X	X	X
Kurai	X	X	X			X	X	X	X	X	X		

X = Hazard is applicable in the block

As per the Vulnerability Atlas of India, Seoni lies in the following zones:

**Table 23. Blocks lying in specific hazard zones**

Type of Hazard	Zone	Blocks
Earthquake	Zone III (MSK VII)	Lakhnadon, Ghansore
	Zone II (MSK VI or less)	Keolari, Dhanaura, Chhapara, Seoni, Barghat, Kurai
Flood	Area liable to flood	Non

<b>Cyclone</b>	Moderate Damage Risk Zone-B (Vb= 39 m/s)	All
<b>Landslide</b>	Marginally Affected	All

## B 2 Vulnerability Analysis

### Physical/Infrastructural Vulnerability

Physical vulnerability is present in all the 8 blocks .In Keolari, Chhapara, Dhanaura, Seoni and Ghansore houses that are in the flood prone villages are vulnerable. All the kachha houses and other buildings of Lakhnadon and Ghansore block are vulnerable as they lie in earthquake zone III. A number of bridges are vulnerable as they get submerged during flood season. All the major public buildings are vulnerable to fire especially in blocks where there is no fire brigade.

### Environmental/ Natural Vulnerability

Natural vulnerability is present in all the blocks of Seoni as animals are vulnerable to both Earthquake and flood. In Kurai, wild animals that are in Pench tiger Sanctuary are also vulnerable. Environmental vulnerability is due to poor waste management system and excessive use of poly-bags causing both water and soil pollution.

### Social Vulnerability

Disasters deprive people of their jobs and hence their source of livelihood is lost which forces them to either migrate or switch their jobs. All blocks are socially vulnerable, as district is prone to flood, drought, hailstorm, frost, etc. because of which population is always at risk.

### Economic Vulnerability

It is present in all block; as district is prone to flood, drought, hailstorm, frost, etc. which directly affects agricultural productivity. This decrease livelihood options for villagers. Main occupation in Seoni is agriculture and hence disasters like hailstorm, frost, drought and flood causes huge economic losses.

### Institutional Vulnerability

All the blocks but Seoni are vulnerable due to absence of Disaster management Committee at block, tehsil level, and gram panchayat level. There is strong need to create awareness among community regarding health and safety, absence of relief team at village level creates a disastrous situation for villagers. Volunteers should be selected and



trained from the youth population to help in the early hours of any disaster. Lack of advanced technology in the district control rooms and other established head quarters is a serious problem.

**Table 24. Block wise vulnerability**

Name of block	Physical/ Infrastructural vulnerability	Environmental/ Natural vulnerability	Social vulnerability	Economic vulnerability	Institutional vulnerability
<b>Lakhnadon</b>	Death and injuries, Damage to roads (N.H.7)and bridges, Damage to crops, buildings and hospitals, Disruption of normal life, Majority of the houses here are kachha and are highly vulnerable	Damage to plant and animal species, Lack of feed and drinking water, Loss of bio-diversity, erosion of soil	Population (159330), Comparatively developed block after Seoni with second largest population, Destruction of educational buildings( students may suffer academically), Destruction of grocery stores, restaurants	Loss to Agriculture, loss of Livelihood, Loss to buildings, Increased Medical Expenses	Absence of DDMC, Lack of commitment to system vulnerability (Water, electricity, waste disposal, emergency health care and other vital services)
<b>Ghansore</b>	Damage to railway tracks, roads and bridges, Damage to crops, buildings and hospitals, Disruption of normal life, Death and injuries, Majority of the houses here are kachha and are	<b>Maximum area is covered with forest,</b> River (Narmada) is vulnerable, Damage to plant and animal species, Lack of feed and drinking water, Loss of bio-diversity, erosion of soil	Population (110457), Destruction of educational buildings( students may suffer academically), Destruction of grocery stores, restaurants	Loss to Agriculture, loss of Livelihood, Loss to buildings, Increased Medical Expenses	<b>Improper emergency communication system,</b> Absence of DDMC, <b>Absence of Fire Station,</b> Lack of commitment to system vulnerability (Water, electricity, waste disposal,

	highly vulnerable				emergency health care and other vital services)
<b>Chhapara</b>	Damage to <b>Bheemgarh Dam</b> , Death and injuries, Damage to railway tracks, roads (N.H.7) and bridges, Damage to crops, buildings and hospitals, Disruption of normal life, Majority of the houses here are kachha and are highly vulnerable	River ( <b>Wainganga</b> ) is vulnerable, Damage to plant and animal species, Lack of feed and drinking water, Loss of bio-diversity, erosion of soil	Population ( <b>103083</b> ), Destruction of educational buildings( students may suffer academically), Destruction of grocery stores, restaurants	Loss to Agriculture, loss of Livelihood, Loss to buildings, Increased Medical Expenses	Absence of DDMC, Absence of Fire Station, Lack of commitment to system vulnerability (Water, electricity, waste disposal, emergency health care and other vital services)
<b>Dhanaura</b>	Death and injuries, Damage to roads and bridges, Damage to crops, buildings and hospitals, Disruption of normal life, Majority of the houses here are kachha and are highly vulnerable	River ( <b>Wainganga</b> ) is vulnerable, Damage to plant and animal species, Lack of feed and drinking water, Loss of bio-diversity, erosion of soil	Population ( <b>69123</b> ), Destruction of educational buildings( students may suffer academically), Destruction of grocery stores, restaurants	Loss to Agriculture, loss of Livelihood, Loss to buildings, Increased Medical Expenses	<b>Only one Medical officer</b> in the block, Absence of DDMC, <b>Absence of Fire Station</b> , Lack of commitment to system vulnerability (Water, electricity, waste disposal, emergency health care and other vital services)
<b>Seoni</b>	Disruption of all the major facilities as the <b>H.Q.</b> is in Seoni, Damage to railway tracks,	River ( <b>Wainganga</b> ) is vulnerable, Damage to plant and animal	Population ( <b>206976</b> ), Destruction of educational buildings(	Loss to major life line buildings, Loss to Agriculture,	Lack of commitment to system vulnerability (Water, electricity,

	roads (N.H.-7) and bridges, Damage to crops, buildings and hospitals, Death and injuries, Disruption of normal life, Majority of the houses here are kachha and are highly vulnerable	species, Lack of feed and drinking water, Loss of bio-diversity, erosion of soil	students may suffer academically), Destruction of grocery stores, restaurants	loss of Livelihood, Increased Medical Expenses	waste disposal, emergency health care and other vital services),
<b>Keolari</b>	Majority of the houses here are kachha and are highly vulnerable, Damage to railway tracks (narrow gauge), roads and bridges, Death and injuries, Damage to crops, buildings and hospitals, Disruption of normal life	River (Wainganga) is vulnerable, Damage to plant and animal species, Lack of feed and drinking water, Loss of bio-diversity, erosion of soil	Population (135127), Destruction of educational buildings( students may suffer academically), Destruction of grocery stores, restaurants	Loss to Agriculture, loss of Livelihood, Loss to buildings, Increased Medical Expenses	<b>Only 1 medical officer</b> in the block, Absence of DDMC, Absence of Fire Station, Lack of commitment to system vulnerability (Water, electricity, waste disposal, emergency health care and other vital services)
<b>Barghat</b>	Damage to railway tracks, roads and bridges, Damage to crops, buildings and hospitals, Disruption of normal life, Death and injuries, Majority of the houses here are kachha and are highly vulnerable	<b>Maximum area is hilly</b> which is vulnerable, Damage to plant and animal species, Lack of feed and drinking water, Loss of bio-diversity, soil erosion	Population (158840), Destruction of educational buildings( students may suffer academically), Destruction of grocery stores, restaurants	Loss to Agriculture, loss of Livelihood, Loss to buildings, Increased Medical Expenses	<b>No. of medical officers is only 2 for the block,</b> Absence of DDMC, Lack of commitment to system vulnerability (Water, electricity, waste disposal, emergency health care and other

					vital services)
<b>Kurai</b>	Death and injuries, Damage to railway tracks, roads (N.H.7) and bridges, Damage to crops, buildings and hospitals, Disruption of normal life, Majority of the houses here are kachha and are highly vulnerable	Animals (incl. <b>Pench Tiger Sanctuary</b> ) are vulnerable, Damage to plant species, Lack of feed and drinking water, Loss of bio-diversity, erosion of soil	Population (102985), <b>Major tourist place (Pench Tiger Sanctuary)</b> , Destruction of educational buildings( students may suffer academically), Destruction of grocery stores, restaurants	Damage to buildings, Loss to Agriculture, loss of Livelihood, Increased Medical Expenses	<b>Absence of Fire Station</b> , Absence of DDMC, Lack of commitment to system vulnerability (Water, electricity, waste disposal, emergency health care and other vital services)

**Table 25. Vulnerability With respect to Flood**

Vulnerable elements	Flood
<b>Population</b>	Population living in all the flood prone villages. Total population at risk- 1,00,000 (approx.). Total villages at risk- 70 (approx)
<b>Roads and Bridges</b>	N.H.7 passes through Seoni which is highly vulnerable
<b>Poverty</b>	No Sources of Income at flood times.
<b>Agriculture</b>	Crop productivity also suffer in case of excess rainfall and floods
<b>Animal</b>	Animals are worst affected, Search of Safe Places, Rescue operation is also difficult, water borne disease arises.
<b>Food security</b>	Its major issue for poor family at flood times no livelihood source as most of them employed on daily wages.

<b>Drinking water</b>	Safe Drinking water problem also arises because of breakage of drainage line due to excess rainfall.
<b>Infrastructure</b>	Kuccha houses are at high risk in flood times, older buildings of government school, colleges are vulnerable

**Table 26. Vulnerability With respect to Earthquake**

Vulnerable elements	Earthquake
<b>Population</b>	Population living in areas lying in E.Q. zone III, and all the people living in old and unsafe buildings
<b>Roads and Bridges</b>	N.H.7 passes through Seoni comprising a number of bridges and flyovers which are highly vulnerable
<b>Poverty</b>	No Sources of Income, livelihood gets impacted.
<b>Food security</b>	Its major issue for poor family, all general supply and PDS gets impacted.
<b>Drinking water</b>	Safe Drinking water problem also arises because of breakage of supply lines.
<b>Infrastructure</b>	Kuccha houses are at high risk, older buildings of government school, colleges are vulnerable

**Table 27. Vulnerability With respect to Drought**

Vulnerable elements	Drought
<b>Population</b>	Population residing in Drought prone villages
<b>Poverty</b>	Huge impact as primary sources of revenue is agriculture,
<b>Agriculture</b>	Huge loss as many crops are fully dependent on rain water

<b>Animal</b>	Huge Impact, Many animals died because of extreme temperature, less water and fodder available.
<b>Food security</b>	Huge Impact, less production ,may lead to disastrous situation
<b>Drinking water</b>	Prolonged absence of rain causes scarcity of drinking water

**Table 28. Vulnerability With respect to Forest Fire**

Vulnerable elements	Forest Fire
<b>Population</b>	Nearby areas of forest Villagers Livelihood depends upon forest produce (NTFP's, Non Timber Forest Product), Fuel wood. Forest fire creates vulnerable situation for them.
<b>Poverty</b>	Timber loss figures are in crores, huge loss in government revenue
<b>Agriculture</b>	Forest fire can cause huge loss to Agricultural productivity, if fire spreads to nearby agriculture land
<b>Environmental Impact</b>	Forest fire has huge environmental impact in terms of air pollution
<b>Animal</b>	Huge impact as they lose their habitat

**Table 29. Vulnerability With respect to Hailstorm**

Vulnerable elements	Hailstorms
<b>Population</b>	Population at risk if intensity is high
<b>Poverty</b>	Huge losses are incurred by farmers due to damage caused to crops
<b>Infrastructure Damage</b>	It can destroy or damage farm houses and sheds, snap or uproot trees.

<b>Agriculture</b>	Huge Impact on Agricultural productivity
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**Table 30. Vulnerability With respect to Frost**

Vulnerable elements	Frost
<b>Population</b>	No impact on life
<b>Poverty</b>	As agricultural and related activity is primary occupation in district productivity decreases, Poverty level increases
<b>Infrastructure Damage</b>	No impact on infrastructure.
<b>Agriculture</b>	Huge Impact, decrease in agricultural productivity

**Table 31. Vulnerability Elements With respect to Stampede**

Vulnerable elements	Stampede
<b>Population</b>	People visited fair are at high risk, chances of stampede is also there because of rumors, Poor Traffic System, Lack of Police force, Communication Problems, etc.
<b>Safety</b>	Chances of huge loss of life

## B 3. Capacity Analysis

**Table 32. Resource inventory**

Resource Type	Details	Number	Govt.	Contact Details
Equipments used for cutting, Search & Rescue (S&R), grinding m/c etc.	No proper equipment is available with any of the agencies			
Temporary shelters, camps		12	Govt.	Refer Annexure
Trained manpower, professionals available in specific domain like S&R, First Aid, Response	No proper trained force is available for S&R, First-Aid, etc. Refer Annexure for list of Swimmers		Govt.	Home Guard / Police Department

Warning, Swimming etc.				
Availability of equipments like Bulldozers, Hydra, Crane, for clearance, JCB	Crane	34	Pvt.	
	Dumper/ Excavator	133	Pvt.	
Transportation(Fit Vehicles available with nodal agencies, in emergency)		50	Govt.	RI, Police Dept., Seoni
Blood Bank		1	Govt.	District Hospital
Emergency Search Lights	Battery Operated	4	Govt.	Home Guards
Life Jackets		81	Govt.	Home Guards
Life Buoys		62	Govt.	Home Guards
Rope	Nylon (0.5 inch thick)	2	Govt.	Home Guards
	Nylon (0.75 inch thick)	2	Govt.	Home Guards
	Nylon (1 inch thick)	2	Govt.	Home Guards
PDS Shops		374	Govt.	
Boats	Motor Boat Fibre	1	Govt.	Home Guards
	Boat	2	Govt.	Fisheries Dept.
	Boat	4	Govt.	Irrigation Dept.
	Boat	2	Govt.	Forest Dept.
Fire Tenders	Fire Truck	4	Govt.	Municipal Corporation
List of NGOs / CBOs	Red Cross Society	1		Mr. S.L.R.Dube (Secretary) M: 09425834475
Veterinary Hospitals		14	Govt.	Refer Annexure
List of petrol pumps		40		Refer Annexure



## B 4. Risks Assessment

### B.4.1 Potential impact of applicable hazards and existing vulnerabilities

**Table 33. Potential impact of applicable hazards and existing vulnerabilities**

Type of hazard	Vulnerable areas *	Vulnerability	Potential Impact	Identified safer places
<b>Flood</b>	Keolari, Chhapara, Dhanaura, Seoni, Ghansore	Population, Livestock, Potable Water, sanitation, Communication Failure	Loss of lives; Loss of crop, livestock; Damage to infrastructure	Relief Shelters (Refer Annexure)
<b>Drought</b>	Keolari	Population, Livestock, Potable Water	Loss of crop, livestock	
<b>Forest Fire</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai	Population living near forest areas, Livestock	Loss of lives; Loss of Crop, Trees	
<b>Stampede</b>	Seoni, Lakhnadon, Barghat, Dhanaura	Population	Loss of lives	
<b>Earthquake</b>	Lakhnadon, Ghansore	Population, Infrastructure, Communication failure, Livestock	Loss of lives, loss of livelihood	
<b>Hail storm / Frost</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai	Livestock	Loss of crops, huge economic loss	
<b>Road / Rail/ Air Accident</b>	Lakhnadon, Ghansore, Dhanaura, Chhapara, Seoni, Keolari, Barghat, Kurai	Population	Loss of Lives	

## B 4.2 Risk profiling of the district

There has been no major disaster in the recent history of Seoni. Majority of the blocks are very less vulnerable to major disasters like earthquake, flood, cyclone, etc. Seoni is marginally affected by landslides and due to its location there is no possibility of Tsunami. Other disasters to which Seoni is prone are drought, hailstorm, frost (palla), epidemic, flood due to dams, Naxalite attack, Communal riots, fire, crop fire, forest fire, rail / road / air / boat accident, etc.

As per the data frost, hailstorm and drought are the three main disasters which are most frequent and causes immense loss of crops. Every year huge amount is distributed as relief to the affected farmers. These disasters do not pose any major risk to the life of the citizens. Flood and epidemic follows them on the list as

District is prone to both, every year flood like situations arises but no major flood has been observed in recent history. Chances of an epidemic are pretty high because of the poor WATSAN conditions in majority of the villages, poor waste disposal and lack of awareness increases the probability of the same. Next in line is earthquake, the chances of which cannot be calculated. Considering the number of kachha house and old buildings in Seoni even an earthquake of an average magnitude can result in gigantic loss to both life and property. Chances might be less but the high vulnerability makes it important for us to be prepared. Fire is another frequent disaster in the district. Forest and crop fire are very frequent during the months of March to June and results in economic and environmental losses. Fire in house, building, etc however on the other hand can cause huge damage to both life and property. Only 3 blocks in the district have fire brigades making rest 5 highly vulnerable. N.H.7 passes through Seoni which adds to the number of road accidents in the district, lack of proper medical and S&R facilities adds to the risk. Few villages towards the west of Seoni lies under the red corridor, but not many naxalite activities have been registered. Seoni is also sensitive to Hindu-Muslim communal riots and hence, proper precautions need to be taken regarding the same.

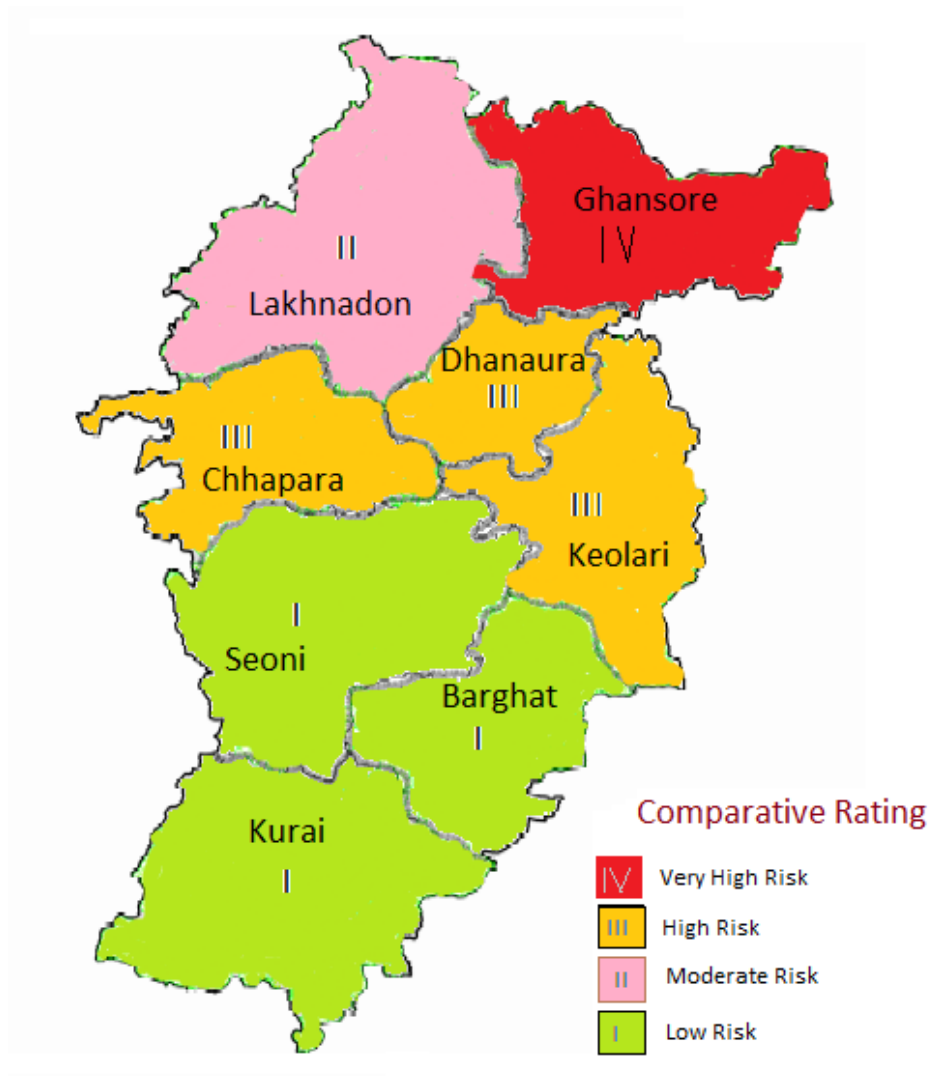
### Risk profiling Block wise

<b>Lakhnadon</b>	Lakhnadon is the northern most block and hence it lies in E.Q. zone III, chances of flood are thin here. Drought, forest fire, fire, epidemic, frost, hailstorm are other major disasters prone in this area. Basic facilities like Medical, health, WATSAN, Police, etc., in this block are comparatively better than other blocks.
<b>Ghansaur</b>	Ghansore is apparently the most backward block in the District. It lies in E.Q. zone III and is also prone to flood along with other disasters. With only 3 medical officers, this block lacks in basic facilities and infrastructure. Considering the huge forest cover a Fire Tender is strongly recommended for this block
<b>Chhappara</b>	Chhappara is a new block near to the district H.Q. The block is vulnerable to flood as Bheemgarh dam on Wainganga river is in this block. Epidemic, fire, stampede, road accident, etc are other major disasters prone in this area. With only 1 medical officer and no fire tender this block is

	highly vulnerable.
<b>Dhanaura</b>	Dhanaura is prone to flood due to Wainganga river. Epidemic, fire, road accident, etc are other major disasters prone in this area. Dhanaura lacks in basic facilities with insufficient police force, one medical officers , no fire tender, etc. It is recommended to recruit more doctors and procure a fire tender for the block asap.
<b>Seoni</b>	With maximum population Seoni houses the H.Q. of the district. It is vulnerable to flood and is also prone to communal riots. It has major facilities like Dist. Hospital, blood bank, 2 fire tenders, H.Q. of Police, Home guards, etc. More than 50% of the medical officer posts in Dist. Hospital need to be filled. Being H.Q. all the facilities in Seoni need to be maintained and regulated properly.
<b>Keolari</b>	Keolari is prone to flood and also lies in Red corridor and hence is prone to naxalite attack. Epidemic, fire, road accident, etc are other major disasters prone in this area. Lack of sufficient defense forces, only 1 medical officer, no fire tender makes this block highly vulnerable.
<b>Barghat</b>	Barghat borders Balaghat District and is highly prone to naxalite attack. Epidemic, fire, stampede, road accident, etc are other major disasters prone in this area. The block houses one fire tender but lacks in other facilities like sufficient no. of doctors, civil forces, etc.
<b>Kurai</b>	N.H.7 passes through the middle of Kurai making it vulnerable to major road accidents. Naxalite attack, epidemic, fire, drought, frost are other major disasters prone in this block. No. of ambulances should be increased and a fire tender should be placed in this block.

## Comparative Risk Analysis at Block Level

Risk is the measure of Expected losses (Deaths, Injuries, Properties, etc) due to hazard. Comparative Risk analysis was done at block level by taking into account various facilities available at block level, its nearness to the dist. HQ, its population, its geography and its vulnerability to various hazards. The result of the analysis can be seen in the map given below.



**IV- Very High Risk Zone:** Since, Ghansore lies in earthquake zone III, and is vulnerable to flood it is highly prone to major disaster. Lack of proper facilities including appropriate number of Police force, Home guards, Fire station, Medical facilities, etc., makes Ghansore highly vulnerable and hence has been categorized in this zone.

**III- High Risk Zone:** This zone is comparatively less risky than Very High Risk Zone. The blocks lying in this zone are prone to major disasters and lack in one or the other basic facilities. Three blocks have been categorized in this zone namely Chhapara, Dhanaura and Keolari.

**II- Moderate Risk Zone:** The risk in this zone is comparatively less than High Risk Zone. Only Lakhnadon has been classified under this zone. Lakhnadon lies in E.Q. Zone III and is slightly vulnerable to flood, but descent administrative facilities in this region has reduced its risk slightly.

**I- Low Risk Zone:** This region is comparatively the least risk zone. Seoni, Barghat and Kurai have been classified into this zone. This area lies in E.Q. zone II and are less prone to other major disasters. Their nearness to H.Q and availability of other facilities have reduced their overall risk. It is worth noting that even though these blocks lie in Low Risk Zone this doesn't mean that these blocks are safe, it simply to give them a comparative rating.

**PART C .**

**DISTRICT DISASTER**

**MANAGEMENT**

**FRAMEWORK**

## **C 1      District Action Plans**

### **C 1.1          Mitigation Plan**

This part will mainly focus on various ways and means of reducing the impacts of disasters on the communities through damage prevention. Major focus will be given to disaster mitigation owing to its importance in reducing the losses. The mitigation plans will be specific for different kinds of hazards identified in HRVC section. Mitigation plans will be sector specific, and will deal with both aspects, structural & non-structural.

The Identification of various departments, along with nodal officers, to coordinate the mitigation activities, including PRI and ULBs for implementing mitigation strategies will be the key. Community mitigation measures will be identified and implementation modalities formulated. A Training Strategy will be formulated for training major government and non-governmental cadres in the state who can aid in disaster management.

#### **C 1.1.1      Scope of Integrating Risk Reduction in Development Schemes**

After The Disaster Management Act, 2005 there has been a paradigm shift in the approach of government to manage disasters. From mere post disaster management we have now expanded to a broader approach which includes mitigation and preparedness as well. This requires mainstreaming DRR (Disaster Risk Reduction) in various development schemes to reduce direct, indirect and intangible disaster losses. Following can be considered for the same:

1. Follow a Periodic Building assessment schedule and undertake the process of retrofitting of potentially weak buildings and unsafe infrastructures, this is of utmost importance in Seoni as majority of buildings here are kachha and even from the pakka a lot of them needs retrofitting.
2. In construction work the civil engineers have to follow Bureau of India Standards, National Building codes of India and subsequent amendments in various acts provides sufficient legal protection to the enforcing agencies for safe construction practices. This must be regulated strictly.
3. Adherence of zoning laws, status of techno legal regime at district level, ensuring proper enforcement of existing regulations and acts should be emphasized on.
4. The Disaster Management has been included in school curriculum of CBSE, this can be expanded to other national and state level boards. Disaster Management training is imparted to NSS / NCC students at college

level, which equips them to help during a disaster. Hence, the number of NCC / NSS students should be increased and DDMA must keep a check on the quality of the training.

5. There are quite a number of bridges in the district which gets submerged during excessive rain or when flood gates are opened, PMGSY can take up the task of building safer bridges to replace the old ones.
6. Disaster Mitigation linkages to be established with national development programs like NREGS and other schemes should address the issues of village roads construction, embankments of river, watershed management, biomass production, plantation and soil conservation methods

*MGNREGA is an Indian job guarantee scheme which provides a legal guarantee for one hundred days of employment in every financial year to adult members of any rural household willing to do public work-related unskilled manual work at the statutory minimum wage. This act was introduced with an aim of improving the purchasing power of the rural people, primarily semi or un-skilled work to people living in rural India. Under this law people can construct bunds, embankments, tanks, ponds, etc. which will prove beneficial at the time of disasters like floods, drought, etc.*

7. Convergence with NRHM has to be established under Emergency Health Management, Mass Casualty Management and on other allied aspects.

*NRHM is an Indian health program for improving health care delivery across rural India. The scheme proposes a number of new mechanisms for healthcare delivery including training local residents as Accredited Social Health Activists (ASHA), and the JananiSurakshayYojana (motherhood protection program). It also aims at improving hygiene and sanitation infrastructure. It can incorporate selection and training of first aid volunteers at district, block and village level. Strengthening of NRHM will directly help in managing the healthcare activities during disasters.*

8. Indira AwaasYojana (IAY) should cover the pertinent issue of safe housing and shelters.

*IAY is a Government of India social welfare program to provide housing for the rural poor in India. Under the scheme, financial assistance worth Rs. 45,000/- in plain areas and Rs. 48,500/- in difficult areas is provided for construction of houses. The houses are allotted in the name of the woman or jointly between husband and wife. The construction of the houses is the sole responsibility of the beneficiary and engagement of contractors is strictly prohibited. Sanitary latrine and smokeless chullah are required to be constructed along with each IAY house for which additional financial assistance is provided from Total Sanitation Campaign and Rajiv Gandhi Grameen VidyutikaranYojana respectively. District Administration can provide further financial assistance to ensure that these houses are earthquake resistant. Free consultation can be given to all the beneficiaries of IAY regarding the same. This scheme will help in mitigating the losses in case of a disaster like earthquake and will also help in the recovery stage by building back better.*

9. In similar fashion, disaster mitigation initiatives to be established with SSA (for safe schools), JNNURM (for Infrastructure support) and with the other national and state level schemes.



*SSA is an Indian Government program aimed at the universalization of elementary education. SSA is being implemented in partnership with State Governments to cover the entire country and address the needs of 192 million children in 1.1 million habitations. The program seeks to open new schools in those habitations which do not have schooling facilities and strengthen existing school infrastructure through provision of additional class rooms, toilets, drinking water, maintenance grant and school improvement grants. Existing schools with inadequate teacher strength are provided with additional teachers, while the capacity of existing teachers is being strengthened by extensive training, grants for developing teaching-learning materials and strengthening of the academic support structure at a cluster, block and district level. SSA seeks to provide quality elementary education including life skills. SSA has a special focus on girl's education and children with special needs. SSA also seeks to provide computer education to bridge the digital divide.*

*JNNURM is a massive city-modernization scheme launched by the Government of India under Ministry of Urban Development. JnNURM is a huge mission which relates primarily to development in the context of urban conglomerates focusing to the Indian cities. JnNURM aims at creating 'economically productive, efficient, equitable and responsive Cities' by a strategy of upgrading the social and economic infrastructure in cities, provision of Basic Services to Urban Poor (BSUP)[2] and wide-ranging urban sector reforms to strengthen municipal governance*

10. Development under IAP "Integrated Action Plan" and BRGF "Backward Region Grant Fund": It should be made sure that all the construction work incorporates DRR (Disaster Risk Reduction). All the norms for construction, zoning laws, etc. should be followed.
11. Also, proper monitoring system should be implemented for various facilities in the district. Advance systems like GPS system, Bio-metric Devices should be used.

### **C 1.1.2 Training & Capacity Building**

Presently, there only a few Home Guard personnel have been trained in Jabalpur for disaster relief and response. There are no training centers for the same in Seoni.

A dedicated multi dimensional DDRF should be formed, proper and periodic training should be imparted to this force. The force must have all the necessary equipments and shall not rely on any other department or agency for the same (this will reduce their response time drastically). This force must not be engaged in any other activity other than disaster management, it shall stay at standby mode and carry training and capacity building activities at various levels in the district during Non-Disaster time. A training centre should be established under DDMA in the district for training government officials and other stakeholders.

### **C 1.1.3 Community Initiatives**

Communities are always the first responders in the event of any disaster so this plan proposes community-led disaster management at panchayat levels.

The idea is to chart out disaster management plan at the grass root level in order to lessen the impact of disasters and to cultivate a culture of disaster mitigation, preparation, and quick responsiveness among members of the community.

The proposal calls for a slew of measures including the setting up of disaster management committees and task forces at panchayat level, preparation and execution of panchayat disaster management plans. Depending upon their vulnerability community specific training and mock drills must be conducted.

### **C 1.1.4 Risk Management Funding**

The short & long term funding provisions for proposed mitigation activities, under the overall objective of risk management at district level is taken care of by the revenue department. In Seoni, each year Rs. 1 lac is given for mitigation activities and the fund for relief depends on the damage caused by a disaster. Short term provisions are expected to cover the immediate loss, incurred due to disasters. Whereas long term provisions include the set up of fire stations, watershed management, planting trees along the river etc. Hence, proper funding provisions are to be made under the two headers mentioned above. A Disaster mitigation budget is allocated at district level which at times goes unutilized due to lack of knowledge and coordination amongst the concerned authorities. Hence, the information flow must be revamped and the concerned authorities must be taught about the latest schemes and provisions. Re-allocating budget to the concerned department can be done.

Apart from the above mentioned funds all the major departments (Home Guards, Police, Health & Medical, Fire, etc) must have their own emergency fund, as in times of emergency seeking funds from Revenue & Relief department consumes a lot of valuable time.

## C 1.2 Preparedness Plan

It has been observed that the damage to life and property due to a disaster can be significantly reduced if the communities and local authorities are well prepared. This section will primarily focus on preparedness of the communities and local authorities in order to safeguard lives, protecting assets and efficiently utilize resources by taking appropriate actions in the face of any disaster. It will also ensure that response agencies are capable of reaching out to the affected areas in a prompt and coordinated manner. Preparedness also includes the formulation of viable emergency plans, the development of warning systems, the maintenance of inventories and the training of personnel. All preparedness planning should be supported by appropriate legislation with clear allocation of responsibilities and budgetary provisions.

### C.1.2.1 Preparedness before response

#### General Preparedness Measures

##### 1. Establishment of the DEOC (District Emergency Operation Centre) & Control rooms

The district administration should ensure the operation of DEOC at all times. Presently in Seoni flood emergency operation centers are established in all the line departments temporarily for the flood season. Only one control room by Police department runs throughout the year. Hence, a DEOC needs to be established in the District which runs throughout the year.

##### 2. Plan Updation

Yearly updation of DDMP is very important. All resource inventory needs to be updated in the DDMP and on the website of India Disaster Resource Network ([www.idrn.gov.in](http://www.idrn.gov.in)). All the contact numbers needs to be updated regularly.

##### 3. Communication System

During any major natural disaster communication system is the first casualty. Hence, it is very important for the concerned departments to prepare themselves for such a scenario. Provisions should be made for real time dissemination of advance warnings and information to the concerned authorities at various levels and threatened community. Broadcasting mediums such as television and radio shall be used for dissemination of advance warning and information as it has higher geographical reach.

Wireless sets should be available in all the blocks. Satellite phone and other emergency communication devices should be available at district level. Also sms groups should be formed for various departments and at various levels, so as to dissipate information swiftly.

Also the DEOC must be equipped with proper software and hardware, and must have well trained staff so as to make proper use of the latest NDCN (National Disaster Management Communication Network).

#### 4. Training for Disaster Management Team Members

The DDMA must select and train Disaster Management Teams at district, block and village level. DMTs will comprise both male and female volunteers who will be trained by DDRF. They should be trained in all the major areas including First-aid, Search & Rescue, Evacuation, etc. These DMTs will be the first respondents to any disaster and shall be provided proper and periodic training. Help of various NGOs, NCC/ NSS, Nehru Yuva Kendre Volunteers, Asha Karyakarta, etc., can be taken.

#### C.1.2.2 Pre-Disaster Warning, Alerts

It is most essential to establish, upgrade and modernize the forecasting and early-warning systems for all types of disasters. The nodal agencies responsible for monitoring and carrying out surveillance, for specific natural disasters, will identify technological gaps and formulate projects for their upgradation, in a time bound manner. Reception and dissemination of information swiftly and effectively is very important, hence, the DEOC must be well equipped. The existing control rooms for flood relief can be used for other disasters with proper modifications. Here the information desk of the ICS system (explained later) will play an important role. It should be ensured that the warning system is easy to operate and take little or no maintenance at all. If any electrical equipment is involved, power supply should be ensured and there should be provisions for backup supply. Also, it should be checked at regular interval to ensure its working at the time of need.

**Table 34. Pre-Disaster Warning, Alerts**

Hazards	Prediction Agencies	Mode of communication, info. dissemination at district level	
		Present	Proposed
Flood	Central Water Commission, IMD, PHE, Irrigation Department and The Flood Relief Cell	Newspaper	Radio, T.V., Newspaper, SMS
Drought	IMD	Newspaper	Radio, T.V., Newspaper,

		r	SMS
<b>Industrial accidents</b>	Department of Industry, SPCB	N/A	Radio, T.V., Newspaper, SMS
<b>Epidemics</b>	Health department, Agriculture department and Veterinary Division	Newspaper r	Radio, T.V., Newspaper, SMS
<b>Landslides</b>	Landslides Geological Survey of India, Mining department	N/A	Radio, T.V., Newspaper, SMS
<b>Forest Fires</b>	Forest Department	SMS alerts	SMS alerts
<b>Hail Storm</b>	IMD	Newspaper r	Radio, T.V., Newspaper, SMS

Presently all the major communication between the prediction agencies and administration is done through telephones and letters, this process is very slow. Hence, the communication system needs to be revamped. Whenever information is to be shared with multiple recipients SMS alerts should be used to save time and instead of conventional posts, e-mails should be used to communicate.

### C.1.2.3 Evacuation preparedness

The following steps are recommended for evacuation:

A special Search and Rescue team consisting of the police department personnel, Home guards, PWD workers and the person having past experience in dealing with disasters should be constituted.

The procedural steps for evacuation of people under threat or likely to be affected by the disasters are as follows:

1. Evacuation team should separate into smaller groups targeting individually on different level of casualties.
2. The unconscious and severely hurt will be given the top most priority and sent for medical aid in the ambulances
3. The people needing first aid comes next and should be treated promptly.
4. Activate all the emergency communication mechanisms
5. Logistics should be contacted immediately for making the provisions for transportation.
6. Temporary relief centers should be set up as soon as possible to house all the affected people or they should be immediately sent for the existing relief centers.
7. If possible, heli-ambulance should be arranged for evacuating unconscious and severely hurt people.

<b>Nodal Agency</b>	Home Guards, Fire Dept.
<b>Support Agency</b>	Police, Medical

### C.1.2.4 Organizing mock drills

Efficacy of plans and Standard Operating Procedures (SOPs) is tested and refined through mock drills. Mock drill is an integral part of the Community based disaster management plan. Mock drills must be organized at district, block and village level to condition all the residents to respond to any disaster in an effective manner. Mock drills should also be conducted in all the main public buildings with high occupancy including schools, hospitals and other government and private buildings. All the concerned departments must participate in the drills to ensure safety of the participants. It should be conducted once in six months as per the seasonality calendar of natural disaster.

<b>Nodal Agency</b>	Home Guards, Fire Dept.
<b>Support Agency</b>	Police, Medical

## C 1.3 Response Plan

The onset of an emergency creates the need for time sensitive actions to save life and property, reduce hardships and suffering, and restore essential life support and community systems, to mitigate further damage or loss and provide the foundation for subsequent recovery. Effective response planning requires realistic identification of likely response functions, assignment of specific tasks to individual response agencies, identification of equipment, supplies and personnel required by the response agencies for performing the assigned tasks. A response plan essentially outlines the strategy and resources needed for search and rescue, evacuation, etc.

### C 1.3.1 Incident Command System (ICS)

All 5 major command functions (mentioned below) in Incident command system to be formed and followed:

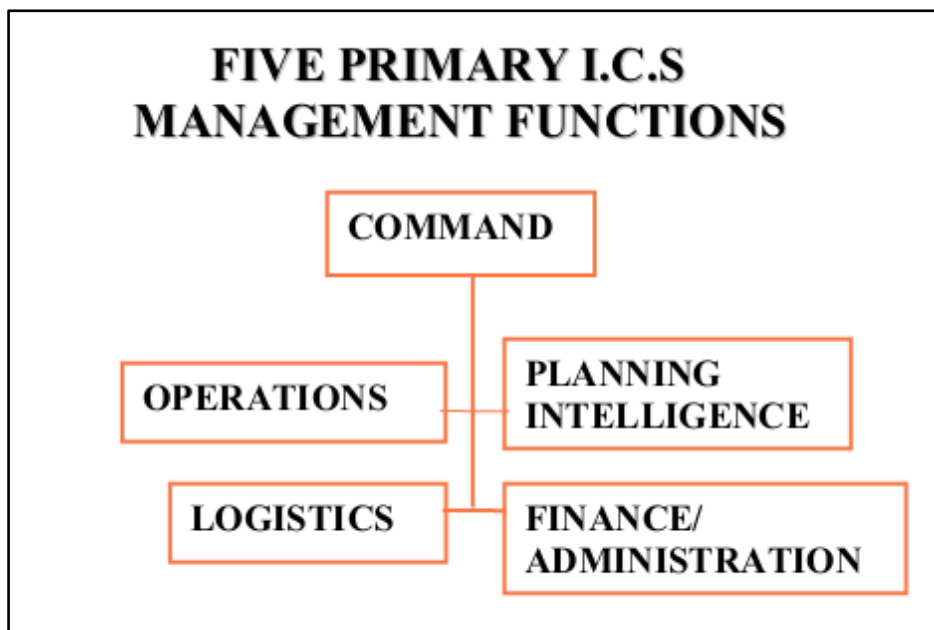
1. **Incident commander**
2. **Planning section**
3. **Operations section**
4. **Logistics section**
5. **Finance/ Admin section**

## INCIDENT COMMAND SYSTEM

The Incident Command System (ICS) is a management system and an on-scene, all-risk, flexible modular system adaptable for natural as well as man-made disasters. The ICS has a number of attributes or system features. Because of these features, ICS has the flexibility and adaptability to be applied to a wide variety of incidents and events both large and small. The primary ICS management functions include:

- Command
- Operations
- Logistics
- Planning
- Finance / Administration

**Figure 3 primary ICS management functions**



The ICS seeks to strengthen the existing disaster response management system by ensuring that the designated controlling / responsible authorities at different levels are backed by trained Incident Command Teams (ICTs) whose members have been trained in the different facets of disaster response management.

The five command functions in the Incident Command System are as follows:

### **1. Incident Commander**

The Incident Commander is responsible for all incident activity. Although other functions may be left unfilled, there will always be an Incident Commander.

### **2. Operations Section**

Develops tactical organization and directs all the resources to carry out the Incident Action Plan.

### **3. Planning Section**

It is responsible for the collection, evaluation, and display of incident information, maintaining status of resources, and preparing the Incident Action Plan and incident related documentation.

### **4. Logistics Section**

Provide resources and all other services needed to support the organization.

### **5. Finance / Administration Section**

Monitors costs related to the incident, provides accounting, procurement, time recording, cost analysis, and overall fiscal guidance.

## **District Level Incident Response**

At the district level, there will be one District Headquarters Team with the primary function of assisting the District Collector or in handling tasks like general co-ordination, distribution of relief materials, media management and the overall logistics. Suitable officers from the district administration will be carefully selected and professionally trained for the different ICS positions in order to constitute the District Level.

### **Incident Command Teams (DICTs)**

The teams will focus on the operational aspects of response management, duly supported by other functions in ICS, e.g. Planning, Logistics, Finance/Administration, etc. The officers drawn for this assignment will be carefully selected by the District Collector depending upon their fitness, ability and aptitude for any of the DICT positions and they will be professionally trained to fulfil their assigned roles. Arrangements will also be made for ensuring their mobilization in a time-bound manner for their deployment to the trouble spot. Due consideration for the appropriate level of seniority will be given while constituting the teams. The team personnel may be selected from the General Administration / Revenue Department which traditionally handles disaster response in our country, the option to pick up willing and capable personnel from any other department for taking up specific positions in the DICT will be left open. For some positions, a suitable number of additional personnel will be trained as reserve for taking care of contingencies like transfers, promotions, etc.

For the position of the Incident commander, a suitable officer of the rank of Additional District Magistrate will be preferred. The District Level Incident Command Teams will function under the overall control of the Collector / District Magistrate. The State governments can also deploy the DICTs to other districts depending upon the magnitude of the disaster.

### **Training and Rank Requirements For District Headquarters Team**



## Category A

Collector/District Magistrate/Additional District Magistrate/Sub divisional Magistrate, ICS for Executives, Basic/Intermediate ICS, Incident Commander, Advance ICS, Area Command.

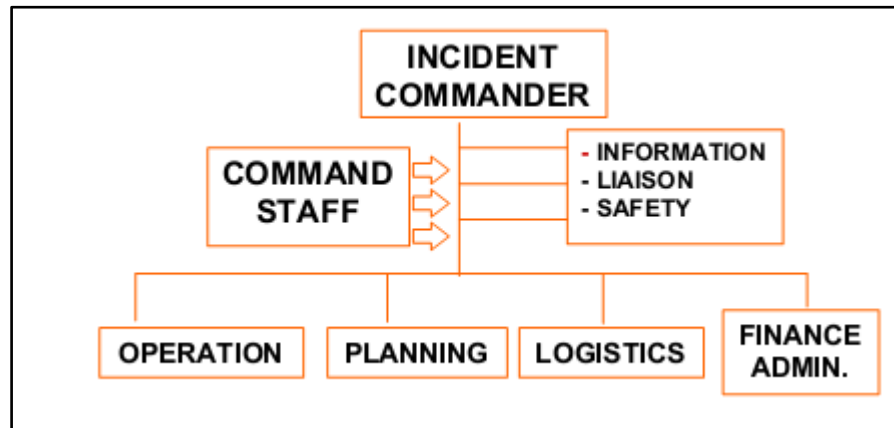
## Category B

Sr. No.	ICS Position	Rank Requirement	Training Requirement
1	Headquarters Co-coordinator	ADM/Senior Dy. Collector	Basic/Int. ICS, Incident Manager, Advanced ICS, Area Command
2	Dy. Headquarters Co-coordinator	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Incident Manager, Advanced ICS, Area Command
3	Liaison Officer	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Liaison Officer, Advanced ICS.
4	Information Officer	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Information Officer,
5	Planning Section Chief	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Planning Section Chief, Advanced ICS, Area Command
6	Logistic Section Chief	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Logistic Section Chief, Advanced ICS, Area Command
7	Air Operations Officer	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Advanced ICS, Area Command
8	Finance/Adm. Section Chief	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Advanced ICS, Area Command
9	Situation Unit Leader	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Situation Unit Leader
10	Resource Unit Leader	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Resource Unit Leader
11	Receiving and Distributing Branch Director	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Self Study
12	Mobilization Branch Director	Deputy Collector/ Equivalent ranks	Basic/Int. ICS, Self Study
13	Other Positions. (Technical Specialist /	Line representatives department	Basic/Int. ICS, Job Aids Self Study

## ICS Organization in Detail

The ICS organization is built around five major functions that are applied to any incident whether it is large or small. Unified Command, which is a management method to use for multi-jurisdictional and /or multi-agency events, is a major feature of ICS.

**Figure 4 ICS Hierarchy**



### **Role and Responsibilities of ICS Staff**

The following represents the major responsibilities and duties of the Incident Commander. The incident commander's responsibility is the overall management of the incident. The Incident Commander may have a deputy who may be from the same agency, or from an assisting agency.

Major responsibilities and duties of Incident Commander:

- Assesses the situation and/or obtain a briefing from the prior Incident Commander.
- Determine incident objectives and strategy.
- Establish the immediate priorities.
- Establish an incident command post.
- Establish an appropriate organization.
- Ensure planning meetings are scheduled as required.
- Approve and authorize the implementation of an Incident Action Plan.
- Ensure that adequate safety measures are in place.
- Co-ordinate activities for all Command and General Staff.
- Coordinate with key people and officials.
- Approve requests for additional resources or for the release of resources.
- Keep agency administrator informed of incident status.
- Approve the use of students, volunteers, and auxiliary personnel.
- Authorize release of information to the news media.
- Order the demobilization of the incident when appropriate.

#### **1. Establish an Incident Command Post (ICP)**

The ICP will be wherever the Incident Commander is located. As the incident grows, it is important for the Commander to establish a fixed location for the ICP and to work from that location. The ICP provides a central coordination point from which the Incident Commander, Command Staff and Planning functions will normally

operate. The ICP can be any type of facility that is available and appropriate, e.g., vehicle, trailer, tent, an open area or a room in a building. The ICP may be located at the Incident Base if that facility has been established. Once established, the ICP should not be moved unless absolutely necessary.

## 2. Establish the Immediate Priorities

First Priority is always safety of:

- People involved in the incident
- Responders
- Other emergency workers
- Bystanders

Second Priority:

- Incident Stabilization

Stabilization is normally tied directly to incident complexity.

When considering stabilizing the Incident Commander must:

- Ensure life safety
- Ensure Protection of life and property
- Stay in Command
- Manage resources efficiently and cost effectively

## 3. Determine Incident Objectives, Strategy, and Tactical Direction

It is safe to say that all agencies employ some sequence of steps to meet incident-related goals and objectives. Several different approaches have been suggested. Some of these have more steps and are more detailed than others. A suggested four-phased approach is offered below:

### A. Know Agency Policy

The Incident Commander may not always be an employee of the agency or jurisdiction experiencing an incident. Therefore he must be fully aware of agency policy. This includes any operating or environmental restrictions, and any limits of authority. Agencies will vary on how this policy is made known to the Incident Commander. Agency policy can affect the establishment of incident objectives.

### B. Establish Incident Objectives

Incident Objectives are statements of intent related to the overall incident. For some kinds of incidents the time to achieve the objectives is critical. The following are some single examples of Incident Objectives for several different kinds of incidents:

- Release all hostages safely with no further casualties.
- Stop any further flow of toxic material to riverbed.
- Contain fire within existing structures.
- Search all structures for casualties.

### C. Develop Appropriate Strategy

Strategy describes the general method that should be used either singly or in combination that will result in achieving the incident objective.

### D. Execute Tactical Direction

Tactical Direction describes what must be accomplished within the selected strategies in order to achieve the incident objectives. Tactical Direction consists of the following steps:

- i. **Establish Tactics:** Determine the tactics that are to be used appropriate to the strategy. The tactics are normally established to be conducted within an operational period.
- ii. **Assign Resources:** Determine and assign the kind and type of resources appropriate for the selected tactics.
- iii. **Monitor Performance:** Performance monitoring will determine if the tactics and resources selected for the various strategies are both valid and adequate.
- iv. **Monitor Scene Safety:** Public safety at the scene of an incident is always the top priority. If the incident is complex, or the Incident Commander is not tactical expert in all the hazards present, a Safety Officer should be assigned. Hazardous materials incident requires the assignment of a Safety Officer.

## 4. Establish and Monitor Incident Organization

One of the primary duties of the Incident Commander is overseeing the Management organization. The organization needs to be large enough to do the job at hand, yet resource used must be cost effective.

## 5. Manage Planning Meetings as Required

Planning meetings and the overall planning process are essential to achieving the incident objectives. On many incidents, the time factor does not allow prolonged planning. On the other hand, lack of planning can be more disastrous. Proactive planning is essential to consider future needs.

## 6. Approve and Authorize the Implementation of an Incident Action Plan

Plans can be oral or written. Written plans should be provided for multi-jurisdiction or multi-agency incidents, or when the incident will continue for more than one Operational Period.

## 7. Approve Requests for Additional Resources or for the Release of Resources

On small incidents, the IC will personally determine additional resources needed and order them. As the incident grows in size and complexity, the ordering responsibility for required resources will shift to the Logistics Section Chief and to the Supply Unit if those elements of the organization have been established.

#### 8. Authorize Release of Information to the News Media

The sophistication of modern news gathering methods and equipment make it very important that all incidents have procedures in place for managing the release of information to the media, as well as responding appropriately to media inquiries. There are three important staff functions that are the responsibility of the Incident Commander unless Command Staff positions are established.

- Public Information and media relations
- Maintaining liaison with assisting and co-operating agencies
- Ensuring safety

### **Information Officer**

The information officer is responsible for developing and releasing information about the incident to the news media, to incident personnel, and to other appropriate agencies and organizations. Reasons for the IC to designate an Information Officer

- An obvious high visibility or sensitive incident media demands for information may obstruct IC effectiveness.
- Media capabilities to acquire their own information are increasing.
- Reduces the risk of multiple sources releasing information.
- Need to alert, warn or instruct the public

The Information Officer should consider the following when determining a location to work at the incident.

- Be separate from the Command Post, but close enough to have access to information.
- An area for media relations and press/media briefings must be established.
- Information displays and press hand-outs may be required.
- Tours and photo opportunities may have to be arranged.

### **Liaison Officer**

Incidents that are multi-jurisdictional, or have several agencies involved, may require the establishment of the Liaison Officer position on the Command Staff. The Liaison Officer is the contact for Agency Representatives

assigned to the incident by assisting or co-operating agencies. These are personnel other than those on direct tactical assignments or those involved in an Unified Command.

#### Reasons for the IC to designate a Liaison Officer

- When several agencies send, or plan to send, agency representatives to an incident in support of their resources.
- When the IC can no longer provide the time for individual co-ordination with each agency representative.
- When it appears that two or more jurisdictions may become involved in the incident and the incident will require on-site liaison.

## Safety Officer

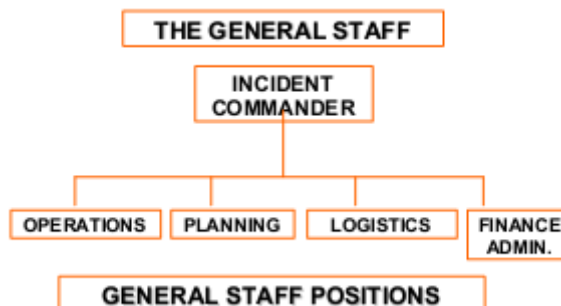
The Safety Officer's function on the Command Staff is to develop and recommend measures for assuring personnel safety, and to assess and/or anticipate hazardous and unsafe situations. Only one Safety Officer will be assigned for each incident. The Safety Officer may have assistants as necessary, and the assistants may also represent assisting agencies or jurisdictions. Safety assistants may have specific responsibilities such as air operations, hazardous materials, etc. The Safety Officer will correct unsafe situations by working through the chain of command. However, the Safety Officer may exercise emergency authority to directly stop unsafe acts if personnel are in imminent life-threatening danger.

## Role and Responsibilities of ICS General Staff

The General Staff consists of the following positions:

1. Operations Section Chief
2. Planning Section Chief
3. Logistics Section Chief
4. Finance/Administration Section Chief

**Figure 5 ICS Sections**



## 1. Operations Section

The Operations Section is responsible for managing all tactical operations at an incident. The build-up of the Operations Section is generally dictated by the number of tactical resources involved and span of control considerations. The Operations Section consists of the following components:

### a) Ground or Surface-based Tactical Resources

There are three ways of organizing tactical resources on an incident. The determination of how resources will be used will be determined on the application area and the tactical requirement. Resources can be used as:

- Single Resources
- Task Forces
- Strike Teams

Depending on the need, tactical resources can be placed into an operations organization made up of:

- Resources reporting to the Incident Commander or Operations Section
- Chief
- Divisions or Groups
- Branches

### b) Aviation (Air) Resources

Many incidents require the use of tactical or logistical aircraft to support the incident. In ICS, all aviation resources assigned for exclusive use of the incident are assigned to the Operations Section. These include aircraft providing logistical support.

The Operations Section Chief may establish a separate Air Operations Branch when

- The complexity of air operations and/or the number of aircraft assigned to the incident requires additional management support
- The incident requires both tactical and logistical use of air support
- When the air operations organization is formally established on an incident, it will be set up as an Air Operations Branch within the Operations Section.

### c) Staging Areas

The third component of the Operations Section is the Staging Area. An ICS Staging Area is a temporary location for placing resources available for incident assignments. All resources within the Staging Area belong to the incident. Resources assigned to a Staging Area are available on a three minute basis to take on active assignment. Staging Area are temporary facilities. They can be set up at any appropriate location in the incident

area and moved or deactivated as needed. Staging Area Managers report to the Operations Section Chief or to the Incident Commander.

## **2. Planning Section**

In ICS, the Planning Section is responsible for managing all information relevant to an incident. When activated, the Planning Section Chief who is a member of the General Staff manages the Section. The Planning Section collects, evaluates, processes, and disseminates information for use at the incident. Dissemination can be in the form of the Incident Action Plan, formal briefings, or through map and status board displays. Some incidents may require personnel with specialized skills to be temporarily assigned to the Planning Section. These persons are called Technical Specialists such as

- Chemist
- Hydrologist
- Geologist
- Meteorologist
- Training Specialist

There are four units within the Planning Section that can be activated as necessary

- a) Resources Unit
- b) Situation Unit
- c) Documentation Unit
- d) Demobilization Unit

Common responsibilities of Unit Leaders are listed below:

- Obtain briefing from the Section Chief
- Participate in incident
- Determine current status of unit activities
- Confirm dispatch and estimated time of arrival of staff and supplies
- Assign specific duties to staff, supervise staff
- Develop and implement accountability, safety, and security measures for personnel and resources
- Supervise demobilization of the unit, including storage of supplies
- Provide Supply Unit Leader with a list of supplies to be replenished
- Maintain unit records, including Unit Log

- a) Resources Unit



This Unit is responsible for maintaining the status of all assigned resources at an incident. It achieves this through:

- Overseeing the check-in of all resources
- Maintaining a status-keeping system indicating current location and status of all the resources.
- Maintenance of a master list of all the resources, e.g. key supervisory personnel, primary and support resources, etc.

b) Situation Unit

The collection, processing, and organizing of all incident information takes place within the Situation Unit. The Situation Unit may prepare future projections of incident growth, maps, and intelligence information. Three positions report directly to the Situation Unit Leader:

- Display Processor – maintains incident status information obtained from
- Field Observers, resource status reports, etc. information is posted on maps and status boards as appropriate.
- Field Observer – Collects and reports on situation information from the field.
- Weather Observer – Collects current weather information from the weather service or an assigned meteorologist.

c) Documentation Unit

The Documentation Unit is responsible for the maintenance of accurate, up-to-date incident files. Duplication services will also be provided by the Documentation Unit. Incident files will be stored for legal, analytical, and historical purposes.

d) Demobilization Unit

The Demobilization Unit is responsible for developing the Incident Demobilization Plan. On large incidents, demobilization can be quite complex, requiring a separate planning activity. Planning for demobilization should begin at the early stages of an incident, particularly in the development of rosters of personnel and resources, thus ensuring the efficient and safe demobilization of all the resources.

e) Technical Specialists

Certain incidents or events may require the use of Technical Specialists who have specialized knowledge and expertise. Technical Specialists may function within the Planning Section, or be assigned wherever their services are required. In the Planning Section, Technical Specialists may report to the following:

- Planning Section Chief
- Designated Unit Leader

Some examples of the more commonly used specialists are :

- Meteorologist
- Environmental Impact Specialist
- Flood Control Specialist
- Water Use Specialist
- Fuels and Flammable Specialist
- Hazardous Substance Specialist
- Fire Behavior Specialist
- Structural Engineer
- Training Specialist

### 3. **Logistics Section**

The Logistics Section is responsible for the following:

- Facilities
- Transportation
- Communications
- Supplies
- Equipment maintenance and fuelling
- Food Services
- Medical Services
- Ordering Resources

The Logistics Section Chief manages the Logistics Section. On very large incidents, or on incidents requiring a great deal of equipment or facilities, the Logistics Section may be divided into two branches – Service Branch and Support Branch. This is most often done for span of control reasons, resulting in a more manageable organization.

Six Units may be established within the Logistics Section:

#### a) Supply Unit

The Supply Unit is responsible for ordering, receiving, processing and storing all incident-related resources. All off-incident resources will be ordered through the Supply Unit, including:

- Tactical and support resources (including personnel)
- All expendable and non-expendable support supplies.

Two Managers report directly to the Supply Unit Leader:

- Ordering Manager – places all orders for incident supplies and equipment.

- Receiving and Distribution Manager – receives and distributes all supplies and equipment (other than primary tactical resources) and is responsible for the service and repair of tools and equipment.

b) Facilities Unit

This unit is responsible for set-up, maintenance, and demobilization of all incident support facilities except Staging Areas. These facilities are:

- Incident Command Post
- Incident Base
- Camps
- Other facilities within the incident area to be used for feeding, sleeping, and sanitation services.

The Facilities Unit will also provide security services to the incident as needed.

Three managers' report directly to the Facilities Unit Leader. When established at an incident, they have important responsibilities.

- i. Security Manager – provides safeguard necessary for protection of personnel and property from loss and damage.
- ii. Base Manager – ensures that appropriate sanitation, security, and facility management services are in place at the Base.
- iii. Camp Manager – On large incidents, one or more camps may be established. Activities at the camps may include many of those regularly performed at the Base. Camp Managers are responsible for providing non-technical coordination for all the units operating within the camp.

c) Ground Support Unit

The Ground Support Unit is responsible for the maintenance, service, and fuelling of all mobile equipment and vehicles. The Unit also has responsibility for the ground transportation of personnel, supplies, and equipment and the development of the Incident Traffic Plan.

d) Communications Unit

The Communications Unit is responsible for developing plans for the use of incident communications equipment and facilities, installing and testing of communications equipment, supervision of the Incident Communications Centre, and the distribution and maintenance of communications equipment.

e) Food Unit

The Food Unit is responsible for supplying the food needs for the entire incident, including all remote locations as well as providing food for personnel unable to leave tactical field assignments. Planning is essential to the efficient

supply of food. The Food Unit must anticipate the number of personnel to be fed and develop plans for supplying food to all incident areas.

f) Medical Unit

The Unit will develop an Incident Medical Plan, develop procedures for managing major medical emergencies, provide medical aid, and assist the Finance/ Administration Section with processing injury-related claims.

4. **Finance / Administration Section**

The Finance/Administration Section is responsible for managing all financial aspects of an incident. There are four units, which may be established within the Finance/Administration Section :

a) Time Unit

The Time Unit is responsible for ensuring the accurate recording of daily personnel time, compliance with specific agency time recording policies, and managing commissary operations if established at the incident.

b) 2. Procurement Unit

All financial matters pertaining to vendor contracts, leases and fiscal agreements are managed by Procurement Unit. The Procurement Unit establishes local sources for equipment and supplies, manages all equipment rental agreements and processes all rental and supply fiscal document billing invoices.

c) Compensation / Claims unit

The Claims Unit is responsible for investigating all claims involving property associated with or involved in the incident. This can be an extremely important function on some incidents.

Two Specialists report to the Compensation / Claims Unit Leader:

- Compensation for injury Specialist - Administers financial matters arising from serious injuries and deaths on an incident. Work is done in close cooperation with the Medical Unit.
- Claims Specialist – manages all claims related activities (other than injury) for an incident.

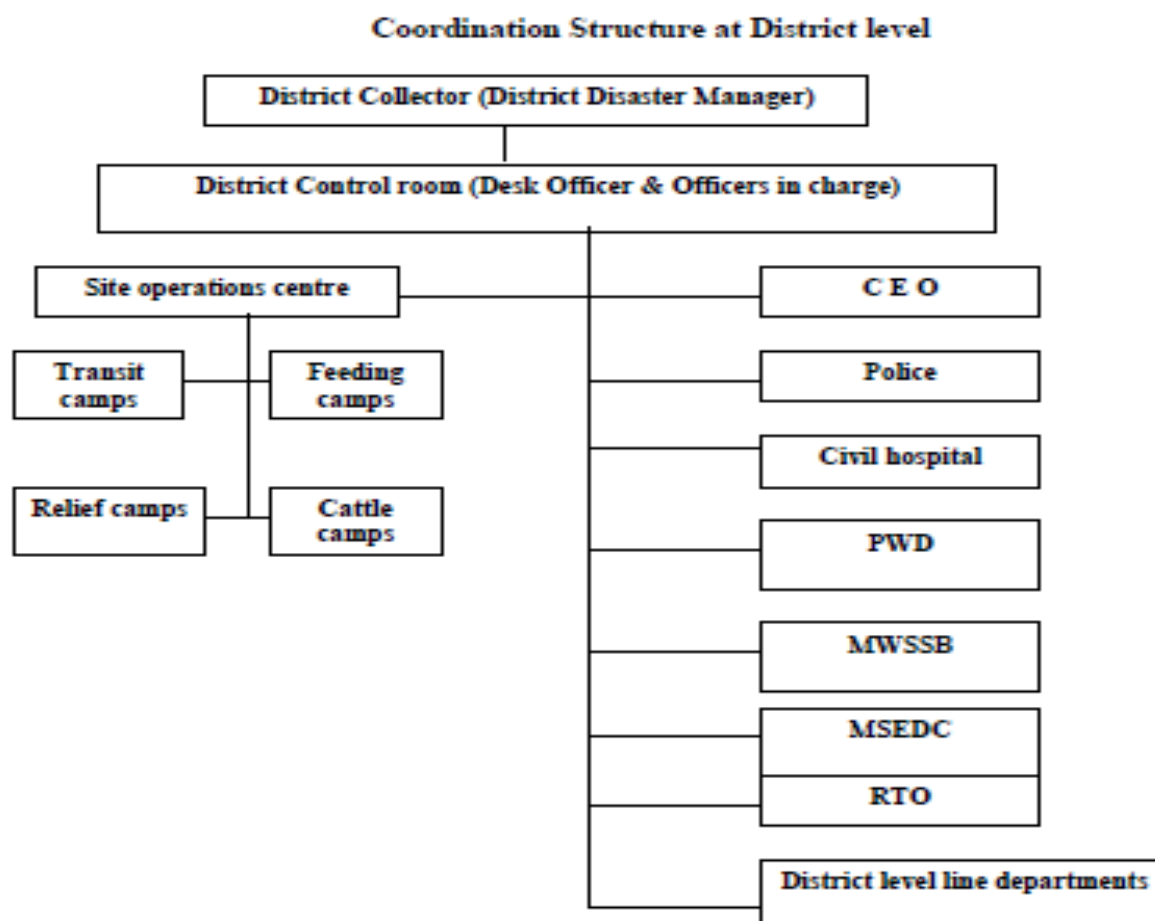
d) Cost Unit

The Cost Unit provides all incident cost analysis. It ensures the proper identification of all equipment and personnel requiring payment, records all cost data, analysis and prepares estimates of incident costs, and maintains accurate records of incident costs.

### C 1.3.2 Crisis management direction & coordination

Presently there is a Flood Emergency operation centre at district level, which stays connected with all the line departments and Block Flood emergency centre. If any situation arises the concerned department informs the Flood Emergency operation centre at district, which then dissipates the information to the various blocks and concerned departments. All the communication is carried through telephone.

**Figure 6 Proposed Crisis Management Structure**



### C 1.3.3 Disaster Emergency Response Force

Presently, only a few Home guard and Police personnel have received proper training (Waterman ship, S&R, etc). I is recommended that a multi-dimensional well trained and equipped team is formed. The State is expected to create response capabilities from its existing resources by equipping and training at least one battalion equivalent force for effective management of disasters and necessary training arrangement aligned with disaster management skills in

consultation with the National Disaster Response Force. The District Commandants, Home Guards will be in charge of the force at the district level.

Nodal Agency	Home Guard and Police
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### C 1.3.4 Rapid damage assessment & reporting

Rapid Damage Assessment Team to be set up immediately after disaster. It should include Z.P. members, agricultural officer to assess the crop damage, executive engineer of PWD to assess the damaged houses, S.P to maintain the law and order situation, NGOs and volunteer organizations, Tehsildar, etc.

This team may immediately assess the damage undergone due to disaster and report it to the concerned department to get the immediate relief material from the government and also the foreign aid. Damage assessment procedures are required to avoid litigations and delays in gratuitous relief and compensation, including insurance.

The Table below gives sample format for Initial Assessment Report.

**Table 35. Initial Assessment Report (Format)**

INITIAL ASSESSMENT REPORT									
1	NATURE OF DISASTER:								
2	DATE OF OCCURRENCE:					TIME:			
3	<i>DAMAGE AND LOSS ESTIMATES</i>								
	Name of the Site (Village, Block, Tehsil)	Total Population Affected	People missing	People injured	Severity	Immediate needs	House Damage		Action taken
					H L		L	M	

4	<b>INFRASTRUCTURE DAMAGE</b>									
	<i>Name of the Site (Village, Block, Tehsil)</i>	<i>Housing</i>	<i>Agriculture</i>	<i>Animals</i>	<i>Water source</i>	<i>Road and bridge</i>	<i>Power</i>	<i>Communication</i>	<i>Govt Buildings</i>	<i>Others</i>
5	<b>NEED ESTIMATES</b>									
	<i>Name of the Site (Village, Block, Tehsil)</i>	<i>Medical Needs</i>	<i>Population requiring shelter</i>	<i>Clothes</i>	<i>Food</i>	<i>Water</i>	<i>Sanitation</i>	<i>Any Other</i>		
6	<b>ANY OTHER VITAL INFORMATION</b>									
7	<b>SPECIFY IMMEDIATE NEEDS: (With quantity)</b>									
	Food									
	First aid									
	Machinery									
8	<b>Possible Secondary Affects:</b>									
9	<b>NAME THE CONTACT PERSON:</b>									

10	AGENCY/ADDRESS:  TELEPHONE NUMBER	
DATE:		SIGNATURE:
FOR OFFICE PURPOSE:		REPORT NO.:
ACTION TAKEN:		

### C 1.3.5 Dist. Search & rescue Team

Presently, Police and home guard do the search and rescue operation whenever needed.

Dedicated teams to be formed to lead the search and rescue operations. The following is recommended:

**Table 36. S&R Team Structure**

S.No.	Team Member
1.	Policemen
2.	Sniffer Dogs
3.	Home guard
4.	Civil Engineers
5.	Disaster Management Specialist
6.	Swimmers
7.	Doctors
8.	Fireman
9.	Local community people who are ready to volunteer for Search & Rescue operation

The rescuers efficiency level to be maintained through periodic practice and demonstrations / mock-drills during the non-disaster period. The rescue team should undergo standard training from time to time. Proper state of the art equipments required for S&R operations to be procured and adequate training must be given to the S&R team for operating the same.



### C 1.3.6 Medical response

Medical response has to be quick and effective. The specialized medical care shall be required to help the affected population. At the district level, dedicated medical teams will be activated at the time of emergency, which will consist of the doctors, nurses, pathologists, etc. The following measures shall be taken by the District Administration:

- a) A mechanism for quick identification of factors affecting the health of the affected people shall be established for surveillance and reporting.
- b) An assessment of the health and nutritional status of the affected population shall be done by experts with experience of emergencies and, if possible, local knowledge.
- c) The voluntary deployment of the nearest medical resources to the disaster site, irrespective of the administrative boundaries, will be warranted.
- d) Mobile medical hospitals and other resources available should be deployed immediately.
- e) Adequate supply of medicines, disinfectants etc. shall be made.
- f) Where necessary inoculation shall be done.
- g) Vaccination of the children & pregnant women shall be undertaken.
- h) Vector-borne diseases are a major cause of sickness and death in many disaster situations. IDSC should be involved and vector control measures shall be undertaken.
- i) Water borne diseases may cause sickness and deaths and therefore adequate measures shall be taken to prevent such outbreaks.

There are combat teams in Seoni in every block, which can be used in case of disaster for providing health care. These teams are headed by BMO (Block Medical Officer) and have MPW, ANM, Staff Nurse & Ward boy as members. DDMA must ensure their proper training and retraining on triage, advance life support, well versed with golden hour-platinum minute's concept, quick steps of first aid response, etc. Also, the number of doctors in district is very less and inadequate, there are number of vacancies and hence recruitment needs to be done as soon as possible.

**Table 37. Contact details of all the Medical Combat teams in Seoni**

S.No.	Name of team lead (B.M.O.)	Block	Contact no (off.)	Contact no (Res.)

1	Dr. A.H. Kuraeshi	Seoni (Gopalganj)	07695- 245290	9893159342
2	Dr. Abhishek Raekwar	Kurai	07695- 246545	9425160863
3	Dr. M.H. Gharde	Barghat	07692- 250363	9424919905
4	Dr. A. Lakda	Keolari	07694- 235446	9981165181
5	Dr. D. Banerjee	Chhapara	07691- 290045	9407518056
6	Dr. J.P.S. Parteti	Lakhnadon	07695- 240996	9425873462
7	Dr. Promy Kosta	Ghansore	07693- 280026	9584106688
8	Dr. Vandna Kamlesh	Dhanaura	07693- 285631	9479509050

<b>Nodal Agency</b>	Health Department
<b>Supporting Agency</b>	NGOs

### C 1.3.7 Logistic arrangements

It is recommended that a separate list of vehicles that are in good working condition and are easily available at the time of disaster should be compiled so that it can be called during emergency. Also vehicle owners should be motivated to have regular maintenance of their vehicles. Police Department has identified around 50 govt. and 150 private vehicles which can be used in case of an emergency. The number of vehicles in the list should be increased and it should be updated regularly.

There are a total of 40 petrol pumps in the district. It is mandatory for every petrol pump to maintain a reserve fuel of 2000 L which can be used in case of an emergency.

*PFA in annexure the contact details of petrol pumps available in Seoni.*

<b>Nodal Agency</b>	Police Department , Revenue Department
<b>Supporting Agencies</b>	Municipal Department, NGOs

### C 1.3.8 Communications

Presently only means of communication is telephone, and all the documentation is done manually on papers. Hence proper arrangements should be done for Data collection, record keeping, assistance in locating missing persons, etc. A proper IN-message and OUT-message register should be maintained and all the information should be routed through the information officer. The latest NDCN (National Disaster Management Communication Network) should be utilized and arrangements should be made for last mile connectivity. The Communication room must have the following:

- Telephones
- Fax
- Intercom units
- VSAT connection
- PC with modem and printer
- Mobiles
- Photocopying machine
- Wireless sets
- Satellite Phone
- Power Backup

<b>Nodal Agency</b>	BSNL
<b>Supporting Agency</b>	Police Dept.

### **C 1.3.9 Temporary shelter management**

At present 12 temporary shelters are identified in Seoni district in case flood situation arises. These shelter camps include community halls, government schools, hostels, etc. District authorities shall ensure healthy living conditions in the camp. IDSC and other medical departments shall keep a check on spread of any disease in the camp.

*PFA list of temporary shelters in the annexure.*

<b>Nodal Agency</b>	Revenue Department, Municipal Dept.
<b>Supporting Agency</b>	Police, Health, NGOs

### **C 1.3.10 Water and Sanitation (WATSAN)**

Water supply is invariably affected in natural disasters. Safe drinking water might not be available particularly in hydro-meteorological disasters. The following measures shall be taken by district administration:

- The State Governments shall identify alternative sources of water and make necessary arrangements for supply to the affected population.
- The State Governments shall ensure that affected people have adequate facilities and supplies to collect, store and use sufficient quantities of water for drinking, cooking and personal hygiene.
- It shall be ensured that drinking water supplied conforms to the prescribed quality standards

- It shall be ensured that water made available for personal and domestic hygiene should not cause any risk to health.

Sanitation services are crucial to prevent an outbreak of epidemics in post disaster phase. Therefore a constant monitoring of any such possibilities will be necessary.

- It should be ensured that disaster-affected households have access to sufficient hygiene measures.
- Soap, detergents, sanitary napkins and other sanitary items should be made available to ensure personal hygiene, health, dignity and well-being.
- In the relief camps, toilets should be sited, designed, constructed and maintained in such a way as to be comfortable, hygienic and safe to use.
- Procure and maintain mobile toilets which can be deployed swiftly in affected areas (Presently there are no mobile toilets available with Municipal Corporation, though they are in a process of procuring one set).

<b>Nodal Agency</b>	Municipal Department
<b>Supporting Agency</b>	NGOs

### **C 1.3.11 Law & order**

Maintaining Law and Order is the main responsibility of Police Dept and Home guards. They must stay prepared and should act promptly in case of a disaster. Following are the main functions:

- The Police Department and Home guards shifts the people to the safer places.
- They help the Revenue Department to carry out relief work without any hindrance during disaster period and safeguard the properties of the victim.
- They arrange law and order against theft in the disaster-affected area and co-ordinate with the search and rescue operation through NCC /NGO.
- They also arrange for security at the relief camps/relief material storages.
- They also maintain law and order at the time of distribution of relief material.
- They make due arrangements for post mortem of dead persons, and legal procedure for speedy disposal.
- They specially protect the children and the women at the shelter places.
- They make all possible arrangements to find out the family members of the deceased. They are responsible to make suitable arrangement for keeping the dead bodies.

The police force and Home guards should be trained in disaster management skills and should be upgraded to acquire multi-hazard rescue capability.

<b>Nodal Agency</b>	Police Department
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<b>Supporting Agency</b>	Home Guards
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### **C 1.3.12 Public grievances/missing persons search/media management**

A committee at the district level has to be constituted under the chairmanship of the District Collector to address the grievances of the public regarding missing persons. The search and rescue team should search for the missing persons living or dead.

The dissemination of accurate information through electronic and print media is very important. Regular press briefings shall be made by District Magistrate/Collector or his authorized representative i.e. Information Officer (explained in ICS) at pre-designated time as a single source of information from Government.

### **C 1.3.13 Animal care**

Animals both domestic as well as wild are exposed to the effects of natural and man-made disasters. It is necessary to devise appropriate measures to protect animals and find means to shelter and feed them during disasters and their aftermath, through a community effort, to the extent possible. The Veterinary Department/ Department of Animal Husbandry is equipped with 14 hospitals and 6 mobile units to carry out its activities in Seoni. Relief teams are constituted during flood season only. Though the department takes care of treatment and vaccination of animals, there is no provision for proper disposal of carcass. Hence, the department must formulate an adequate strategy for proper disposal of carcass and must ensure periodic vaccination of animals for various diseases. The department should stay in touch with the IDSC (Integrated Disease Surveillance Centre), to keep themselves updated about any disease outbreak.

<b>Nodal Agency</b>	Veterinary Department
<b>Supporting Agency</b>	NGOs

### **C 1.3.14 Management of deceased**

The District authorities must constitute a Carcasses Disposal team which will be responsible for disposal of bodies in event of mass casualties. The team must ensure timely disposal of the dead bodies in order to avoid spread of any disease. They must preserve the bodies and shall carry the process of identification and handing over to the next of kin. Mass burial/disposal of bodies shall be done as a last resort and local religious & cultural practices shall be honoured while disposing dead bodies. Proper documentation is to be done and death certificates should be issued

to the next of kin. At present the morgue in Seoni is under construction, hence, some alternative arrangements needs to be done to preserve the bodies in case of a disaster.

<b>Nodal Agency</b>	Health Department
<b>Supporting Agency</b>	Municipal Dept., Police

### **C 1.3.15 Civil Defense and Home Guards**

The Police and the Home Guards will be deployed for emergency response, community preparedness and public awareness. At district level, a culture of voluntary reporting to duty stations in the event of any disasters will be promoted. Also, SMS groups will be formed for both police personnel and home guards. These SMS groups can be used to send message (in regional language) to all the personnel as and when required, asking them to report for duty immediately.

<b>Nodal Agency</b>	Police and Home Guards
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### **C 1.3.16 Role of Private Security**

As per the recent private security bill introduced by the State Govt, the private guards and security agencies have to play a very vital role in disaster management, and especially in the disaster response stage. Hence, private security guards must be trained for S&R and first-aid, so that they can provide a helping hand during a disaster.

### **C 1.3.17 NGOs & Voluntary organizations**

NGOs and CBOs play an important role in disaster response. They have better knowledge of the area and can reach the disaster site swiftly due to proximity. They should select and train young volunteers to help the government agencies at the time of a disaster. They can help in the following ways:

- Providing psycho-social support and mental health services to the survivors of the disasters.
- By acting as a communication link between the communities and government agencies.
- By helping senior citizens, handicaps, ladies and children in various manners.
- By organising local groups for assisting the government agencies in the S&R and relief work.
- By maintaining a healthy environment in relief shelters.

### **C 1.3.18 Relief management planning**

Relief management should be done carefully so that all the victims will be benefited from the limited resources and manpower. In this regard the following activities must be assigned to related desks while serving the people in disaster hit areas. Though it is clearly mentioned in the ICS, still the specific functions of the various desks are given below:

#### **Functions of Infrastructure Desk**

- Shelters for affected people with sanitation facilities
- Temporary structure for storage
- Kitchens
- Medical facilities
- Education facility
- Recreational facility
- Postal facility
- Temporary repairs to damaged infrastructure

#### **Functions of Logistics Desk**

1. Issue Village relief tickets to the affected families
2. Organize distribution of Relief Supplies
3. Receive, store, secure, relief materials for relief camps and affected villages
4. Co-ordinate supplies distributed directly by NGOs and other organizations including private donors
5. Ensure proper maintenance of vehicles and equipment
6. Ensure optimum utilization of resources such as fuel, food, and other relief materials
7. Mobilize and co-ordinate the work of the volunteers ensuring community participation
8. Organize facilities for staff and volunteers

#### **Functions of Health Desk**

1. Disposal of dead bodies
2. Disposal of carcasses
3. Disposal of waste and waste water
4. Treatment of the injured and the sick
5. Preventive medicine and anti-epidemic actions
6. Inspection of food, water supplies, sanitation and disposal of waste

### **Functions of Communication and Information Management Desk**

1. Data collection
2. Record keeping
3. Assistance in locating missing persons
4. Information center
5. Organization of information for Site Operations Center and on specific Demands
6. Maintaining In-Message and Out-Message Register
7. Sending all Out-Messages on behalf of Camp Officer of the Relief Camp

### **Functions of Operation Desk**

1. Salvage operations
2. Feeding centers for two weeks to be set-up at the earliest

#### **Co-ordination with**

1. Site Operations Center
2. District Control Room
3. District administration staff in the area
4. NGOs
5. Private donors

#### **B. Manage**

1. Dispatch of all information (as per the formats) and subsequent demands to DCR/Site Operations Center
2. Organize shifts for staff and Supervision of the same

#### **C. General**

1. Maintenance of records (date of joining, period of service, leave record, overtime, etc) for all the persons deployed for relief work at operations center.
2. Get sanction for expenses for reimbursement from the DDM through Site Operations Center.

### **Functions of Services Desk**

1. Relief supplies to families or to households including water, clothing, and food.
2. Arrangements for dry rations and family kits for cooking within two weeks of the disaster.
3. Promote services for mental health.
4. Restoration of family (including locating missing children, relatives, friends.)
5. Assistance in locating missing cattle.
6. Assisting students to continue with their studies.
7. Services for the orphans.



8. Assisting individuals with special needs (pregnant women, infants, handicapped, old etc).
9. Counselling services.

### **Functions of Resources Desk**

#### **Maintenance of**

1. Books of account for all cash receipts
2. Books of account for all cash disbursements
3. Stock register for all relief materials
4. Issue register for all relief materials
5. Dead stock register for all non-consumables (inventory)
6. Record of all personnel payment on TA&DA, daily wages and other incidentals made to relief personnel.
7. Records of all transfer of funds (as advances) to other government departments
8. (suspense account)
9. Records of all cash vouchers and credit vouchers.
10. Records of all gratuitous relief.
11. Records of all compensation paid.
12. Preparation of records relating to finance and accounts as per the formats for dispatch to Emergency Operations Centre.

#### **General**

1. All cash donations must be deposited with District Control Room and a receipt for the same should be obtained.
2. All material donations must be entered in stock register and made available for inspection to officer from the District Control Room or Site Operations Centre.
3. Maintain record of all issue of cash vouchers and credit vouchers for petrol and diesel.

### **C 1.3.19 Media Management**

At Present the Public Relation Officer is responsible for providing information to the media in case of a disaster. Under ICS, the Information Officer will act as the spokesperson and will deal with media.

The various aspects of media management planning will include:

- The spokes persons will be given comprehensive training in dealing with the media. Correct reporting of the situation is an important confidence-building measure for the community.
- The messages to be delivered prior to, during, and after an incident will be meticulously planned, including the listing out of the probable clarifications that one can anticipate in disaster situations.
- Identify crucial information and incorporate the same precisely in the initial message so that prompt and appropriate public response is forthcoming during and after the disaster.

- Press and electronic media will be associated throughout the period of response and the post-disaster phase for early and accurate dissemination of information released by the authorities.
- The Information Officer will determine the modes of dissemination of relevant information. An authorised press release should always be written and handed over to the press so that correct and authentic news is disseminated to the public.
- The district authority will issue continuous and regular updates of the situation for media personnel and agencies.
- Adequate awareness will be generated in the print and electronic media about the various aspects of disaster.
- The media will play a supportive role especially for mobilisation of resources and dissemination of useful information that can help the community in managing the effects of disasters.
  - a) Providing information about relief and rehabilitation measures, medical support sites, routes to be followed or avoided, dos and don'ts for the public.
  - b) Organising relief material and their proper distribution.
  - c) Disseminating the latest information on the status of casualties, based on authentic information from hospitals.
- The entire exercise will be done without impinging upon the independent functioning of the media. The media shall be encouraged to disseminate authentic information only to prevent rumours and panic.

PFA the list of available major print and electronic media in annexure.

<b>Nodal Agency</b>	Public Relation Department
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### **C 1.3.20 Fire Services**

As of now there is no dedicated Fire Service department in Seoni district. In case of any incidence of fire it is the work of Municipal Department. Also no training has been given to the firemen. There are only 4 fire brigades in working condition in the district.

The Department of Fire Services is one of the crucial responders to disasters. Therefore a dedicated fire department should be in place. The staff of Fire Services should be trained, retrained in disaster management skills, and should be further upgraded to acquire multi-hazard rescue capability, in order to tackle any emergency related to fire or the allied disaster. Also there should be fire brigades in each block. Also it is recommended that there should be firefighting motorbike in each block so that they can go in narrow roads. The firemen must be provided with fire suits, masks, and other cutting and drilling equipments. Regular maintenance of fire equipments and fire brigades should be done.

<b>Nodal Agency</b>	Municipal Department
<b>Supporting Agency</b>	Police, Medical

## C 1.4 Recovery and Reconstruction Plan

The approach to the reconstruction process has to be comprehensive so as to convert adversity into opportunity. Incorporating disaster resilient features to ‘build back better’ will be the guiding principle. This phase requires the most patient and painstaking effort by all concerned. The administration, the stakeholders and the communities need to stay focused on the needs of this phase as, with the passage of time, the sense of urgency gets diluted. The appropriate choice of technology and project impact assessment needs to be carried out to establish that the projects contemplated do not create any side effects on the physical, socio-cultural or economic environment of the communities in the affected areas or in their neighborhood. Systems for providing psycho-social support and trauma counseling need to be developed for implementation during reconstruction and recovery phase.

### **The Short term measures need to be taken immediately after disaster is as follows:**

- Restoring lines of communication and information. Establish alternate communication links to have effective communication with marooned areas
- Repair of the power and sewerage lines damaged in on priority basis so that normalcy is restored
- Restoring transport routes, i.e. rail, road routes
- Quick assessment of damage and demarcation of damaged areas according to the grade of damage
- Cordoning off severely damaged structures that are liable to collapse during aftershock
- Temporary housing should be provided to the disaster hit people and affected areas
- There should be long term medical care that is to be provided
- Unemployment insurance is to be made available
- There should be awareness campaigns and health/safety education should be provided
- Ensuring surveillance of outbreak of water borne diseases/Malnutrition
- Organizing controlled kitchens to supply foods initially at least for 3 days
- Grant of emergency relief to all the affected people
- Submission of daily reports and disseminates correct information through mass media to avoid rumors
- Rehabilitation of homeless
- De-silting and dewatering of the inundated areas

The duration is between 1 to 30 days depending on extent and gravity of disaster and appropriate response will depend on the preparedness and contingency planning.

### **The Long Term Measures would be according to the disaster.**

It may take 2 to 5 years to restore the life back to normalcy and establish all the institutions and infrastructure better than pre-disaster days.

- Selection of sites for new settlements, if required
- Detailed survey of building for assessment of damage and decision regarding repair, reconstruction and strengthening or demolition
- **Institution building:** The reconstruction work should commence in order to bring normalcy to the locality
- **Awareness Camps:** Create awareness among community by organizing awareness camps
- Give Relaxation in Loans for farmers in case of crop loss in disaster
- Provide seeds, at subsidized rates in upcoming crop. Organize Training workshop for them so that in future they are ready to handle such situation
- Assessment of Crop loss in case of Drought, flood, frost at district level and demand for compensation by state and central government
- Demand For Relief Package in case of big disaster in upcoming budgets and make sure fund is used for welfare of affected persons
- Health Facility Up gradation to handle such disaster more effectively in future
- Coordination, Durable solution for livelihood, Increase of fund allocation in Developmental activities to ensure employment
- Review and Monitoring of the developmental activity on regular basis and ensure optimum utilization of resources with transparency

#### **C 1.4.1 Restoration of basic infrastructure**

Based on the degree of damage to the existing structures of houses and other infrastructure, the victim will be issued funds for carrying out the restoration activity.

The PWD will be the nodal agency and also the housing board will take care of the reconstruction plans. Adherence to the zoning laws and other necessary precautions depending on the type and degree of disaster will ensured while the infrastructure is being restored. IAY (Indra Awas Yojana), PMGSY and NREGA will play an important role here.

#### **C 1.4.2 Reconstruction of damaged buildings/social infrastructure**

Reconstruction plans and designing of houses need to be a participatory process involving the government, affected community, NGOs and the corporate sector. After the planning process is over, while owner driven construction is a preferred option, contribution of the NGOs and corporate sector will be encouraged. Reconstruction program will be within the confines and the qualitative specifications laid down by the Government. Essential services, social infrastructure and intermediate shelters/camps will be established in the shortest possible time. For permanent reconstruction, ideally, the work including the construction of houses must be completed within two to three years. Advance Tools like insurance, short-term loans, etc., should be made use of.

### **C 1.4.3 Restoration of livelihoods**

After the damage assessment, Revenue and Relief Department releases compensation to help victims in restoring their livelihoods. Help of NGOs both national and international should be taken. Various schemes like SGSY, NREGA, PMGSY, etc can be used to provide livelihood to the victims. Loans should be offered at very less interest, so as to assist the victims in restoring their livelihood. Special attention should be given to the needs of women-headed households, artisans, farmers and people belonging to marginalized and vulnerable sections.

Livelihood recovery is more than just the provision of assets; but needs to be based on:

- Analysis of existing livelihood strategies
- A comprehensive analysis of existing and future risks
- The vulnerabilities of the affected
- The accessibility of linkages to external influences and institutions. Including skills and knowledge
- Involvement of local community in developmental activities after disaster
- Awareness among community regarding alternative crop, livelihood options

### **C 1.4.4 Psycho-social interventions**

Presently, trauma center at the district hospital has been approved and is under construction. Doctors at the disaster site should try to give preliminary treatment for such cases. Help can be taken from various NGOs and CBOs. The provision of trauma handling and social rehabilitation is very important from the point of view of restoration to normal life and should be specifically given priority in the after disaster recovery plan.

## C 1.5 Cross cutting elements

### C 1.5.1 Community Based Disaster Management

Communities are always the first responders and hence the DDMA will ensure Community participation to promote local ownership, address local needs, and promote volunteerism. The DDMA will prepare the district level plan, by incorporating the information, needs and local vulnerability of the Gram Panchayats of the district. The Gram Panchayats will prepare their own disaster management plans and submit it to the respective Block Disaster Management Committee, which will in turn prepare their own block level plan and submit it to the district for preparation of final district level plan addressing all the local specific needs.

**The main objectives of Community Based Disaster Management are as follows:**

- **Awareness Generation:** An important component of the Program is awareness generation among the people at the grass root level of the type of the disaster and the most immediate response mechanism towards mitigating the impact of disaster. This will effectively limit the number of losses- both of lives and property- during disaster.
- **Capacity building:** Empowering the people with the skills and knowledge for action on the kind of course to be adopted for disaster management is a capacity building exercise for the community. It also includes wider stakeholders' involvement and participation.
- **Employability:** The Program also holds great significance because it is a source of employment for the volunteer youths.
- **Disaster Preparedness:** Disaster preparedness is one of the most important criteria for mitigating the impact of disaster. Under the program, by empowering the community with capacity and skills for dealing with disaster, disaster preparedness constitutes a critically significant component.

Help of local NGOs and CBOs can be taken, in order to have a realistic assessment.

### C 1.5.2 Needs of the Special vulnerability Groups

Apart from Psycho-Social help, special needs of highly vulnerable groups including differently able persons, aged, children and women, should be taken care of while addressing the preparedness and relief requirements of the disaster victims. A specific strategy for addressing the risk reduction needs of these vulnerable groups will be developed by every line department in the district. These include:

#### **Disabled persons**

- Artificial limbs fitted to affected persons.

- Modern wheelchairs, supportive devices provided.

#### **Children**

- Orphaned children are fostered.
- Day centres set up
- Orphanages established.
- Child help lines established.

#### **Paraplegics**

- Pension scheme introduced for paraplegics.
- Physiotherapy under continuous supervision of doctors.

#### **Old Persons**

- Aged persons given pensions.
- Old Age Homes established.

#### **Women**

- Pension sanctioned.
- Women's Livelihood Restoration Project started.
- Self-employment Schemes for Women.

### **C 1.5.3 Addressing climate induced anthropogenic issues**

Climate change has resulted in the increase in frequency and intensity of many natural disasters and induced anthropogenic effects and hence priority will be given to promote understanding of climate change adaptation strategies, energy efficiency and natural conservation for the mitigation.

#### **Nodal Agencies:**

##### **1. Environmental Planning and Coordination Organisation (EPCO)**

Paryavaran Parisar, E- 5, Arera Colony,

Bhopal, Madhya Pradesh,

PIN 462016, India

Phone: +91 755 2466859 , 2466970

Fax: +91 755 2462136

E-mail: [epcobpl@sancharnet.ins](mailto:epcobpl@sancharnet.ins)

## C 2 Standard Operating Procedures (and Checklists)

Standard Operating Procedures will be prepared with objective of making the concerned agencies / persons understand their duties and responsibilities regarding disaster management at all levels. All concerned departments, divisions and agencies shall prepare their own action plans in respect of their responsibilities. Emergency response teams will be kept ready by each department so that they can move to disaster site/affected area on short notice. The Standard operating procedure shall be followed during normal times (Non Disaster Stage), warning stage (Before Disaster Stage), disaster stage (During Disaster Stage) and post disaster stage (After Disaster Stage).

- **Non Disaster Stage– Mitigation:** To identify the existing and potential risks and to reduce potential casualties and damage from disasters.
- **Before Disaster Stage– Preparedness:** To build the capacities of local communities in order to safeguard their lives an assets by taking appropriate action in the face of any disaster and to ensure response agencies are able to reach out to potential damage zones in a prompt and coordinated manner.
- **During Disaster Stage-Response:** To attend the immediate need of the affected population in the minimum time possible.
- **After Disaster Stage- Recovery and Rehabilitation:** To restore basic infrastructure and bring life back to normal i.e. to build back better.

### C 2.1 SOPs for all concerned Line Departments

#### C 2.1.1 Revenue Department

##### Non Disaster Time

- The Revenue Department is the nodal agency for providing relief to the people affected by natural calamities
- To coordinate at district level, division level with state government in non-disaster time regarding fund allotment
- Running of disaster or flood control room



- Ensure basic facilities for personnel who will work at district level for disaster response
- Help District Administrators with additional resources for disaster preparedness, if necessary
- Ensure that all the gram panchayats, urban bodies and blocks prepare their disaster management plan
- Procurement of equipment and material needed by different response agencies from Government departments, the local community and the local market

#### Warning Time

- To Coordinating with various department of state government and non-government organizations at the time of warning
- Prepare and maintain a list of requisitioned premises, services, resources and vehicles etc. with correct date and time of such requisition
- Requisition additional human resources, if required. For this duties of other departments officials taken

#### During Disaster

- Financial management of different components of response operations
- Conduct survey in affected areas and assess requirements of relief
- Running of Relief Centres
- Receipt and utilization of donated material for the relief of the affected people
- Coordination meeting with officials at District Control Room in each 12 hours interval to take stock of the situation
- Conduct Rapid Assessment and launch Quick Response
- Coordinate with NGO, CBO and private sectors for interventions and support in form of accessories, resources

#### After Disaster

- Active Participation in rehabilitation and reconstruction activity
- Ensure supply of food, drinking water, medical supplies and other emergency items to the affected population
- Assessment of loss of property, life
- Inform DDMA about all the Damages and Loss
- Allocate funds for the repair, reconstruction of damaged infrastructure after considering their

overall loss and damage

- Distribution of relief payment to affected people
- Visit and coordinate the implement of various rehabilitation programmes

### **C 2.1.2 Home Guards Department**

#### **Non Disaster Time**

- To provide Assistance to District Disaster management authority for setting up relief & evacuation centres
- Ensure continuous training of search and rescue team, by MOCK drills
- Orientation training will be organized every year for the purpose of Flood in the month of April-May
- Capacity Building at non disaster time which includes procurement of latest equipment, repairs. It also includes verify stock of equipment and material available with the agency
- The department will include inputs relating to the hazards identified in the Plan in the Regular training module of the volunteers in the district

#### **Warning Time**

- Home guards will immediately put on alert the Home guard volunteers on duty and the key officials of his agency
- Immediate stock verification of the equipment and material required for search, rescue and operation
- The District Commandant will remain in touch with the Collector and Superintendent of Police for the deployment of his resource for search, rescue and evacuation operations
- The agency or department will also identify the additional manpower resource that may be called upon by the Collector at warning time

#### **During Disaster**

- Perform Search and Rescue operations during natural calamities like flood
- To provide medical assistance required for shifting injured to the hospitals etc.
- Disposal of dead body is carried out by medical department with the help of Home department i.e. Home guard

#### After Disaster

- Provide Assistance in Distribution of reliefs i.e. food packets, medicine etc.
- To provide assistance to Police forces for maintaining proper security and law and Order in relief camps and centres.

### **C 2.1.3 Electricity Department (MPSEB)**

#### Non Disaster Time

- Appointment of Nodal officers at district level.
- Prepare disaster Management plan for the department.
- Installations must be flood proof by including cut off mechanism to reduce damages to the life, property
- Training of employees at all level including Line Man, their roles and responsibility at the time of any emergency should be communicated
- In coordination with the DDMA, conduct building assessments, identification of structural and non-structural mitigation activities

#### Warning Time

- At warning time all the in-charge officers of various substations should be on alert
- Check emergency toolkits
- Check all the sub stations, power line and may cut off the power supply for some period for repairs

#### During Disaster

- Isolate the affected/damaged area in case of fire, floods etc.
- Ensure uninterrupted electricity supply to all the important installations specially the relief centres and hospitals. Provide electricity in lifeline buildings

#### After Disaster

- Assess damage to power supply infrastructure
- Repair of the power, line on priority basis so that normalcy is restored

## C 2.1.4 Transport Department

### Non Disaster Time

- Inform communities about safety and traffic rules by awareness camps
- Installations of traffic light system with display timers all across the city
- Create awareness among Students regarding traffic rules.
- Prepare a list of vehicle available at time of disaster for relief and all other operations
- Roles and responsibilities of each employee should be communicated

### Warning Time

- At warning stage check the status (Working Condition) of Vehicles use in search and rescue operations
- Ensure availability of fuel, recovery vehicles and equipment
- Arrangement of vehicles for possible evacuation of people
- Coordinate with all the other departments (District and Division Level) for extra requirements

### During Disaster

- Make arrangements for trucks / tempos for transportation of food stocks, essential Commodities/persons etc.
- Arrangements to be made for transport of patients to the nearest hospitals in case ambulance not available
- Diversion of traffic, Identification of safe and alternative routes
- Coordinate with search and rescue team, to transport to relief centre

### After Disaster

- Active part in rehabilitation and reconstruction
- Assess damage to transportation infrastructure
- Provide Alternatives from other district till local transport not active effectively

## C 2.1.5 Agriculture Department

### Non Disaster Time

- Identify areas likely to be affected because of floods, drought etc.
- Create Awareness about alternate crop pattern in flood, drought affected areas.
- Organize distribution of seeds, seedlings, fertilizer and implements to the affected people under loan/grant.
- Check stock of seeds, fertilizers and pesticides.

### Warning Time

- In case of drought, extreme cold, any insect attack warning should be issued to all farmers of that area.
- By awareness program loss can be minimized.
- If condition of drought is seen, then coordinate with electricity department for uninterrupted power supply in affected areas.

### During Disaster

- Identify steps for early recovery by monitoring the crop.

### After Disaster

- With revenue Department Assessment of Crop loss in disaster like Frost, Hailstorm, Drought, Flood etc.
- Provide seeds for early recovery.
- Identify new techniques of crop safety

## C 2.1.6 Police Department

### Non Disaster Time

- Identify the 'High Risk' and 'Risk' areas for different disasters
- Issue order to the existing police installations in high risk area to keeping themselves in readiness for undertaking emergency rescue, evacuation relief operations

### Warning Time

- Superintendent of Police will immediately instruct all the police stations of the district to communicate the message to the Police in their respective areas about the warning
- Check status of wireless communication availability
- Immediate assessments of the situation at warning

### During Disaster

- Evacuation of the affected people
- It provides Supplement resources to Home guards for search, rescue and evacuation operations
- Security of the property of affected people and law and order maintenance in affected area and in relief camps
- Traffic management leading to affected area
- Investigation of offences

### After Disaster

- Arrange security of government property and installations damaged in a disaster
- Coordinate with other department for traffic management in and around damaged area
- Coordinate with revenue department in Assessment of life and property
- Assist the local administration in putting a stop to theft and misuse in relief operation

## C 2.1.6 Health Department

### Non Disaster Time

- Make a list of Medical Staff Members with contact details.
- Check stock position of primary medicines at district hospital, civil hospital, CHC, PHC etc.
- Prepare a list of hospital (Government and private) and available resources with contact details of key persons and Medical officers.
- Number of ambulances and mobile vans.
- List of blood banks with phone numbers and name of contact persons.
- Ensure Formation of Combat team which comprises of doctors, nurses, compounders for each Tehsil.

- Create Awareness among community regarding Safe drinking water; Sanitation etc through health and awareness camps with involvement of Community based organization, SHG etc. It is Very essential activity as many disease cause due to contaminated water.
- Trained voluntary staffs /task forces /Anganwadi workers on use and providing minimum Health services to the community.

### **Warning Time**

- Issue alert to all medical officials, staff etc.
- Deploy Combat team in risk prone areas so that immediate needed assistance is provided without delay.
- Check the Status of available services and facilities at village level in each PHC, CHC, and district hospital.
- Check Stock of blood in blood bank and transfer to Risk prone areas.
- Distribution of Chlorine Tablets, and other primary medicine with the help of NGO, SHG, Anganwari workers.
- Checking of water sources, Hotels, Restaurant, Local shops with Public Health Engineering Department, Food Inspector.
- Coordinate with private hospitals and doctors for their services.

### **During Disaster**

- Deploy paramedical staff, doctors, and other medical Instruments/equipment at the site of disaster.
- Provide first aid and clinical services to affected people and examine further susceptible.
- Maintain the blood supply and monitor health situation.
- Provide chlorine tablets or other water purifier medicines in relief camps.
- Arrangements of Doctors, experts from nearby district in case of requirements. Raise early alarm to administration if additional resources like medicines etc are required so that the same could be arranged as soon as possible.

### **After Disaster**

- Prepare a list of Casualties.
- Organize mass vaccination in case of flood.
- Undertake vaccination of cattle (Animal Husbandry officer)
- Ensure adequate supply of medical drugs and services.

- Organize awareness camps regarding health and safety.
- With the help of NGO and government support organizes free health checkup camps in villages for updated status (so that any vulnerable diseases not spread).
- Provide trauma care through seminars, workshops, lectures from experts etc.

### **C 2.1.7 Telephone Department**

#### **Non Disaster Time**

- Communication establishment with District and Sub Division control rooms and departmental offices within the division
- Capacity Building by introducing latest technology and checks previous one
- Installations of control room at village level for fast flow of information
- Broadband connectivity at village level should be prime objective

#### **Warning Time**

- Provide support to DDMA and DCR, on requirement establishment of new control room.
- Deliver early warning information to the agencies and communities requiring them.
- Protection of own property, network from disaster

#### **During Disaster**

- Provide the wireless communication facility wherever required urgently by the collector or DDMA
- On request, provide additional communication lines for emergency communication
- Establish Communication link in affected areas

#### **After Disaster**

- Inspection and repair of poles etc, Identification of materials required for response operations
- Take steps to fully restore and rehabilitate any damaged communication infrastructure



## C 2.1.8 Food & Civil Supplies Department

### Non Disaster Time

- Gather information of the stock available in different godowns of the district.
- Provide information to the District Administration regarding the amount of food that could be provided at a short notice.
- Give the list of godowns with the contact information of the concerned person to the district administration.
- Make sure that a minimum threshold of food is always maintained in the godowns.
- Ensure Cleanliness and Sanitation of Food in godowns by weekly and monthly checks.
- Prepare a list of Public Fair shops, petrol pumps and Gas Agencies.
- Make sure that a minimum threshold of food is always maintained in the godowns.

### Warning Time

- Check Status of food available in godowns and if it is below threshold level then maintained it.
- Issue alert to all the PDS, Petrol pump, Gas Agencies at the receipt of warning.
- Inform district administration about the time required to reach the identified disaster prone areas or sites.
- Transportation of Food Stock to safe places on receipt of warning.

### During Disaster

- Release the food and other commodities supply from the nearest godowns from the site of disaster.
- Assist in food distribution at relief camps.
- Ensure that full transparency is maintained in distribution.
- Encourage other stakeholders like CBO, Private Sectors for providing resources available at low cost or free of cost.
- Raise early warning if there is deficiency of food or other commodity.

### After Disaster

- Maintain food supply till normalcy achieved.
- Coordinate with revenue department for food supply at subsidized rates in affected areas.

## C 2.1.9 Irrigation Department

### Non Disaster Time

- Prepare a disaster management plan for department, vulnerable dams and bridges.
- Designate one Nodal Officer in the department as the Disaster Preparedness Focal Point.
- Set up the protocol for reporting of flood situation to the District Collector / District Control Room.
- Prepare a list of Rescue Equipment, Heavy Vehicles like Bulldozers Cranes etc.
- Operate Flood Information Centre in the flood season every year. Install control room at vulnerable site like dams
- Commence repairs of embankments in the month of January every year after surveying the damages of floods last year, and ensure that all the repairs are completed in the month of May.
- Undertake channel improvement for rivers and canals to the extent possible. Undertake de-silting / cleaning of canals to improve the flow of water.
- Collect all the information on weather forecast, water level of all principal rivers in the district.

### Warning Time

- Continuous Monitoring of Water level of vulnerable Dams, Rivers
- Inform all concerned department, Officials, DDMA without delay.
- Place Sign Boards, Announcement with the help of Loudspeaker, Warning Bell regarding increase in water level.

### During Disaster

- Check release of water from dams.
- Install pumps so that water outside embankments could be drained out in canals and rivers.
- Providing resource Assistance like boats, life jacket, Tubes in Search and Rescue operations.
- Provide assistance in evacuation of People to safe places.
- Make Change in release of water schedule from dams if required.
- Coordinate with district administration regarding all the flood protection measures.

### After Disaster

- Damage Assessment of Storage structures.
- Inspection and repair of Bridges, Canals and other storage structures.
- Construction of structures which is flood resistant and formulate new guidelines.

## **C 2.1.10 Mining and Industries Department**

### **Non Disaster Time**

- Check that all the Industries have an on-site plan for dealing with Industrial and chemical hazards, and if these plans have been updated.
- Identification of Hazards Prone Industries
- Check that all the factories have carried out statutory exercises to test the plan.
- Organize Meeting with District level crises group and discuss the issues related to chemical safety.
- Help the district administration update the disaster emergency plan with an objective to strengthen the off-site response and coordination.
- Convene meetings of industry groups to discuss issues related to chemical safety and mutual aid.
- Coordinate with Pollution Control Board, Industrial Health and safety in inspection of Hazards prone Industries.
- Prepare a list of all the relief equipment available and identify industries and vendors who provide relief material at short notice.
- Check of Labour Safety laws especially in Slate pencil industries.

### **Warning Time**

- Inform District Administration, DDMA, and Health Department about the current status.
- Issue Alert to Nearby Population on receipt of warning.
- Ensure availability of Health team, Evacuation Team, Police forces in vulnerable sites.
- Coordinate with all departments' district and division level for additional requirements.
- Evacuation of the mineworkers from the mines on the receipt of early warning.

### **During Disaster**

- Assign experts to the district administration and the industry for organizing immediate response to the hazard. Provide advice on the decontamination of the affected area

- Advise on the likely exposure and impact of the release of toxic substance.
- Continuous Monitoring of Rescue operations and ensure evacuation of nearby areas.
- Request industries to provide emergency relief material such as food products, temporary shelter, medicines and medical equipment and search & rescue equipment.

#### After Disaster

- Assessment of loss of life and property.
- Request for compensation to district administration for casualties.
- Ensure Safety by prepare new guidelines to avoid such incidents in future.
- Create awareness about health insurance among employees.

### C 2.1.11 Forest Department

#### Non Disaster Time

- Prepare a department disaster management plan for district.
- Identify the forest fire prone areas and extra vigilance be ensured in such areas.
- Organize meeting at range level to discuss preparedness.
- Ensure Training of Forest Guard, Range officer, Community in forest fire prevention and organize community awareness program.
- Ensure Community Based Forest management and Joint Forest Management program.
- Prepare & maintain forest lines

#### Warning Time

- Establishment of response team at district level/ tehsil level.
- Issue alerts to nearby population

#### During Disaster

- Respond within the department as per the department disaster management plan

#### After Disaster

- Total damage assessment which includes flora fauna loss, loss of livelihood (Forest

Dwellers).

- Ensure restoration of livelihood through Joint forest Management and Community forest Management.

### **C 2.1.12 Municipal Board**

#### **Non Disaster Time**

- Clean all the drains before rains begin. It will improve the carrying capacity of drains.
- Check all the pumps available with GMC for draining floodwater. All the pumps should be in working condition.
- Check the quality of drinking water in the city, in particular before the rainy season. Contamination of drinking water may lead to serious consequences for public health.

#### **Warning Time**

- Ensure water and sanitation facilities in temporary shelters.

#### **During Disaster**

- Deploy water pumps and drain rainwater.
- Assist in distribution of relief
- If necessary, organize supply of drinking water through tankers or containers in trucks.
- Monitoring of Provide basic sanitation facilities in temporary shelters. Take services of private vendors in case of shortages.
- Organize public health and sanitation programs that decontaminate industrial area

#### **After Disaster**

- Distribute chlorine tablets and bleaching powders for purification of drinking water.
- Ensure quick repair of road, drainage lines, and water supply pipelines.
- Take up vaccination drive after flooding to prevent spread of any water borne disease like Malaria, Jaundice etc.
- Create awareness among community about clean drinking water.

## C 3 Financial Provisions for Disaster Management

According to ACT No. 53 of 2005 – the Disaster Management Act, 2005, Chapter IX, Finance, Account and Audit , the following Funds are recommended to be established for fulfilling the needs during disasters:

- The State Government shall immediately after notifications issued for constituting the State Authority and the District Authorities establish for the purposes of this Act the following funds, namely:-
  - a) The fund to be called the District Disaster Response Fund
  - b) The fund to be called the District Disaster Mitigation Fund
  
- Where by reason of any threatening disaster situation or disaster, the National Authority or the District Authority is satisfied that immediate procurement of provisions or materials or the immediate application of resources are necessary for rescue or relief, -
  - a) It may authorize the concerned department or authority to make the emergency procurement and in such case, the standard procedure requiring inviting of tenders shall be deemed to be waived;
  - b) A certificate about utilization of provisions or materials by the controlling officer authorized by the National Authority, State Authority or District Authority, as the case may be, shall be deemed to be a valid document or voucher for the purpose of accounting of emergency procurement of such provisions or materials.

**The State Disaster Response Fund (SDRF) and Chief Minister’s Relief Funds** are also available to meet any emergency requirement, at the district level.

*In Seoni District every year Rs 1,00,000 is issued for the purpose of maintenance and procuring materials for making arrangements in case floods occur.*

## C 4 Coordination mechanisms with other stakeholders

### C 4.1 Mapping of stakeholders in the District

#### C 4.1.1 Public and Private sector

**Public Sector:** There are no major industries in Seoni. However, there is a Power Grid located in Seoni block, which has its own fire fighting team and latest equipments.

**Private Sectors:** The following private sectors can play an important role in disaster management :

- Media: Media has to play an important role during time of disasters to provide important information as well as stop rumors.
- Private contractors who own JCB machines/buses/trucks/tractors can be useful in the face of disaster or for post disaster reconstruction works.

#### C 4.1.2 Non-Governmental Organizations and Community Based Organizations

As per the information received, there are no NGO's or CBO's working exclusively in the area of disaster management. However, promotion of such local NGO's forms one of the major Non-disaster time activities of this plan. Due to their proximity to community, they can act as a vital link between government and community particularly during emergencies.

##### **Role of NGO's in Disaster Preparedness:**

NGOs can play a very important role in developing, piloting, validation, implementation, review and updating disaster management plans at various levels. Some of the roles to be played by NGOs at district level with respect to the key components are:

Key Component	Roles and Key Actions of NGOs to facilitate and support
Institutional Arrangements	<ul style="list-style-type: none"><li>• Facilitate formation and participate in district level task forces</li><li>• Advocate for establishment of DDMANGO Advisory</li></ul>

	Committee
Co-ordination Mechanisms	<ul style="list-style-type: none"> <li>Assist in developing and participate in district level GO-NGO and Inter Agency Coordination mechanisms</li> </ul>
Contingency Planning	<ul style="list-style-type: none"> <li>Assist in development, piloting, validation and updating of the district level contingency and preparedness plans</li> </ul>
Capacity Needs Analysis and Standardized Capacity building	<ul style="list-style-type: none"> <li>Facilitate detailed assessment of current needs and capacities at district levels</li> <li>Facilitate Training and mock drills of different stakeholders</li> </ul>
Hazard Monitoring, Forecasting and Early Warning (EW)	<ul style="list-style-type: none"> <li>Establish linkages with multiple stakeholders for hazard monitoring and provide last mile connectivity for EW dissemination</li> </ul>
Information & Knowledge Management & communication	<ul style="list-style-type: none"> <li>Facilitate and establish mechanisms for public information dissemination before during and after disasters</li> <li>Collect, Manage and Process Data during and after disaster</li> <li>Research, develop, document and disseminate best practices for replicability and scale up</li> </ul>

### **Role of NGOs in Disaster Mitigation:**

Some of the roles that can be played by NGOs are:

- 1) Disasters cause long term and secondary impacts through their impact on livelihoods, and thus this needs to be a priority for mitigation action. NGOs can play a critical role for identification of options and supplementary livelihoods to enhance overall livelihood security. Sensitization and training of local groups, formation of SHGs, establishing linkages with financial institutions, material suppliers and markets are priority
- 2) NGOs can play an extremely important role in mobilizing youth for DRR in their neighborhood by carrying out appropriate capacity building efforts through Nehru Yuva Kendra Sangathan (NYKS), National Cadet Corps (NCC), Scouts and Guides, etc.
- 3) Water and sanitation are critical infrastructure elements that are needed to mitigate disasters, and are also priority needs of a community in the aftermath of a disaster. Major areas of work in the water and sanitation sector are based in the local context, and can be addressed by NGOs to a very significant extent.



- 4) Education of field officials and practitioners is indispensable for achieving disaster mitigation, and can be directly taken up by NGOs. It should be designed to address the specific vulnerabilities of the local area, identify vulnerabilities and capacities, link local disaster management plans with development plans, and ensure disaster risk reduction mainstreaming in all development projects.
- 5) Basic awareness and sensitization of the general public is also a primary need under disaster mitigation capacity building, and is a key area of work for NGOs. Awareness campaigns on safe construction and habitat development, and on sustainable development and environment friendly lifestyles are important.

### **Role of NGOs in Disaster Response:**

Some of the roles that can be played by NGOs are:

- 1) In short term, the purpose of NGO response is to prevent an increase in mortality and morbidity due to inadequate nutrition and likely outbreak of communicable diseases such as Diarrheas and Malaria, and spread of Respiratory diseases and skin infections.

Some of the sectors for NGO response in temporary relief camps may be:

#### **Water**

- Providing clean potable water
- Drilling wells, capping springs, gravity supply water systems
- Chlorination of bore wells and hand pumps, pumping water from rivers into tanks for treatment with alum and Chlorine
- Providing distribution systems like tap stands, washing areas for clothes and for bathing.
- Water source protection: Ensuring existing water sources are protected from further contamination

#### **Sanitation**

- Construction of field latrines and soak pit latrines at relief camps and final disposal of excreta.
- Design and commissioning of drainage facilities

#### **Public Health Promotion**

- Dissemination of information on public health risks
- Distribution of items essential for maintenance of health e.g. blankets, clothes, soap, hygiene kits, water containers, ORS.
- Community mobilization for efficient use of water and sanitation facilities & distributed items
- Promote early detection & treatment of primary diseases
- Monitoring health trends

#### Vector Control

- Solid Waste disposal
- Drainage of waste water
- Insecticide spraying against flies & mosquito's & promotion activities to encourage further use
- Distribution of Mosquito Nets and education on use

#### Food Security and Nutrition

- Food Distribution
- Food monitoring / Nutrition monitoring including promotion of breast-feeding
- Cash interventions
- Supplementary feeding centres
- Distribution of cooking kits

#### Shelter

- Distribution of the emergency shelters / plastic sheeting and other local material
- Provision of appropriate access to electricity in temporary relief camps, especially in bath rooms and toilets
- Distribution of Blankets
- Distribution of Clothes
- Distribution of fuel for cooking

- 2) Controlling rumors and panic behavior and undertaking confidence building activities.
- 3) Organizing local work teams for immediate rescue, and relief e.g. cooked food, first aid, and assistance in law and order.
- 4) Assisting the handicapped that need special help.
- 5) Guarding major installations and evacuated properties till the administration takes over.

### **C 4.1.3 Religious Institutions**

There are a lot of religious institutions in Seoni, these can be used as relief shelters in case of a disaster. Also, the employees of such institutions can assist government officials during relief and response phase.

### **C 4.1.4 Academic Institutions**

The flood cell enlists many of the schools as relief centers for flood prone areas.

The **Disaster management Institute, Bhopal** can act as the provider of subject specific expertise for disaster management planning.

The following agencies can be contacted for further expertise:

**1. Disaster Management Institute,**

Prayavaran Parisar, E-5, Arera Colony,

PB No. 563 Bhopal-462016, MP (India)

Tel:+91-755-2466715, 2461538, 2461348, 293592, Fax: +91-755-2466653,

E-mail:dmi@dmibhopal.nic.in

**2. NATIONAL INSTITUTE OF DISASTER MANAGEMENT,**

(Ministry of Home Affairs, Government of India),

5-B, IIPA Campus, IP Estate, Mahatma Gandhi Marg,

New Delhi - 110 002 (INDIA)

Tel. - 011-2370 2432, 2370 5583, 2376 6146

TeleFax - 011-2370 2442, 2370 2446

Website : [www.nidm.gov.in](http://www.nidm.gov.in)

### **C 4.1.5 International Humanitarian Organizations**

The only prominent International Humanitarian Organization active in Seoni is Red Cross society.

The society owns one ambulance which is stationed at District Hospital. Its activities are very limited here and lacks volunteers. It is recommended for the International Humanitarian Organization to coordinate amongst each other and develop a disaster management plan.

*The Contact person is Mr. S.L.R.Dube (Secretary, Red Cross Society) who can be reached at 09425834475.*

## **C 4.2 Responsibilities of the stakeholders**

The responsibilities of all the key stakeholders include:

- Develop a strong governance framework through legislation and policies
- Mainstream disaster risk management and capacity building into decision making, the budget process, and sector, provincial and community development plans

- Understand and recognize that disaster management and disaster risk reduction are environmental, humanitarian and developmental issues, so there is a need to coordinate the implementation, monitoring and evaluation of the approach.

During disaster situation :

1. Coordinating with the Search and rescue team
2. Providing all the available facilities with them to the disaster affected victims
3. Volunteering to organize and maintain the relief centers
4. Working with the Disaster team in restoration of livelihoods
5. Being actively connected with the restoration and reconstruction process

## **C 5 Inter-District Coordination Mechanisms**

During emergencies district may require support from other adjoining districts, which are not affected by disasters. For this the DEOC head can seek help from other districts through Divisional Commissioner or State EOC. Seoni EOC stays in constant touch with the EOC of neighboring Districts i.e. Balaghat, Jabalpur, Chhindawara, etc. In case of flood boats, relief material, man power, medical facilities, etc can be procured from neighbouring districts. In case of an earthquake help can be taken from neighboring districts for carrying out S&R operations, for setting up relief camps, medical camps, etc. Trucks, JCBs, Cranes and other vehicles can be borrowed for evacuation and other emergency purposes.

Information related to flood, opening / closing of flood gates, etc., are passed on to the concerned districts. All these communications are carried through telephone.

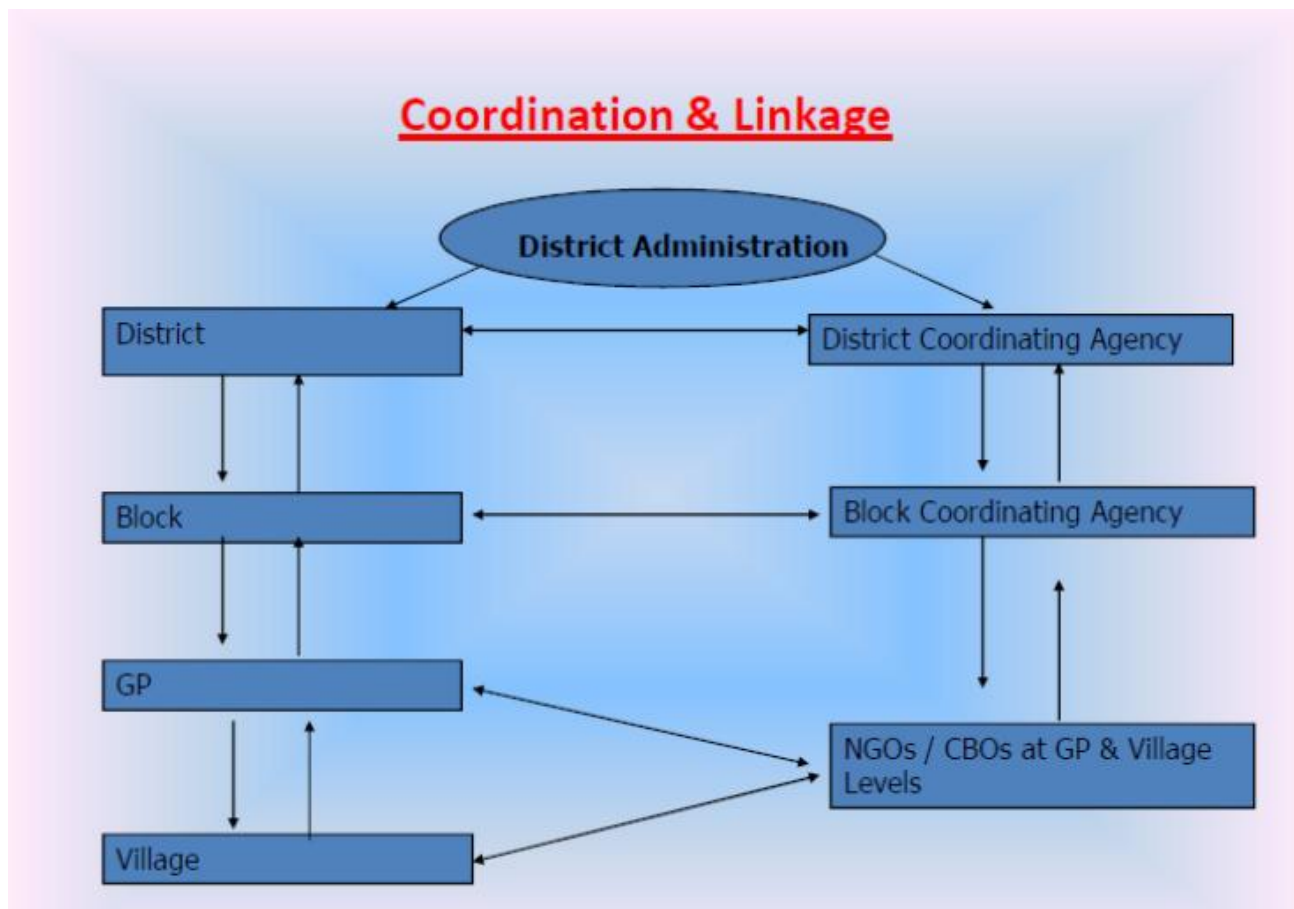
## **C 6 Intra- District Coordination Mechanisms – [with Block Headquarters]**

The recommended “integrated disaster management plan” follows ‘Top to Bottom’ approach i.e. the communities are the first one to response.

Then there are disaster management committees on gram panchayat level and block level up to the district level. On each stage, the nodal contact people are appointed who will ensure the adequacy of resources in dealing with disasters.

The roles and responsibilities of various officers are clearly mentioned upon activation of the ICS in the Response planning section.

**Figure 7 Intra-District Coordination**



## C 7 Dissemination of DM Plan

After the approval of plan by SDMA, the concerned DDMA will be responsible for dissemination of the plan.

The district disaster management plan must be disseminated at three levels;

- National disaster Management Authority (NDMA), multilateral agencies (aid agencies), SDMA/SEC, state line departments and defense services.
- To the district authorities, government departments, NGOs and other agencies and institutions within the district
- Through mass media to the general public.

This section will explain in detail, about the means of dissemination of district disaster management plan at the different levels.

## C 7.1 Plan Evaluation

The purpose of monitoring & evaluation of DDMP is to:

- Determine the adequacy of resources,
- Co-ordination between various agencies,
- Community participation,
- Partnership with NGOs and other entities
- Post-disaster evaluation mechanism
- Periodic uploading of plans at India Disaster Knowledge Network (IDKN) and resources on India Disaster Resource Network (IDRN),
- Conducting periodic mock drills,
- Checking whether all the personnel involved in execution of DDMP are trained and updated on the latest skills necessary in line with updated plans.

Individuals and agencies assigned specific responsibilities within this plan will prepare appropriate supporting plans and related standard operating procedures, periodically review and update alerting procedures and resource listings, and maintain an acceptable level of preparedness.

## C 7.2 Plan Update

The District Disaster Management Plan is an ongoing document and the Collector along with all line departments will update it every year taking into consideration

- The resource requirements
- Update of human resources
- Technology to be used
- Co-ordination issues

Apart from it, the plan will be updated when shortcomings are observed in Organizational structures; Technological changes, Response mechanism following reports on drills or periodic exercises, and specific assignments of state agencies.

An annual conference for DDMP update will be organized by the Collector. All concerned departments and agencies would participate and give recommendations on specific issues. The new plan should be handy and precise. It should be so designed that it will definitely help the officials to take quick actions during the disaster.

## C 8 Annexure

### C 8.1 District Profile

#### C 8.1.1 Health Facilities

<b>Seoni</b> (Urban)	<b>District Hospital : 1</b>	No. of medical officers :	23
		Staff nurse :	2
		Compounder :	4
		Number of govt. ambulance :	1
		Number of other ambulance :	6
		Number of beds :	400
	<b>Community Health Centre : 1</b>	No. of medical officers :	2
		Staff nurse :	3
		Compounder :	2
		Number of govt. ambulance :	0
		Number of other ambulance :	4
		Number of beds :	30
	<b>Primary Health Centre : 6</b>	No. of medical officers :	6
		Staff nurse :	7
		Compounder :	2
		Number of beds :	60
	<b>Sub Health Centre : 34</b>	No. of medical officers :	0
		Staff nurse :	34

<b>KURAI</b>	<b>Community Health Centre : 1</b>	No. of medical officers	:	2
		Staff nurse	:	2
		Compounder	:	1
		Number of govt. ambulance	:	0
		Number of other ambulance	:	3
		Number of beds	:	30
	<b>Primary Health Centre : 4</b>	No. of medical officers	:	1
		Staff nurse	:	9
		Compounder	:	2
		Number of beds	:	40
	<b>Sub Health Centre : 26</b>	No. of medical officers	:	0
		Staff nurse	:	26
<b>Barghat</b>	<b>Community Health Centre : 1</b>	No. of medical officers	:	0
		Staff nurse	:	2
		Compounder	:	1
		Number of govt. ambulance	:	1
		Number of other ambulance	:	3
		Number of beds	:	30
	<b>Primary Health Centre : 2</b>	No. of medical officers	:	2
		Staff nurse	:	2
		Compounder	:	2
		Number of beds	:	20
	<b>Sub Health Centre : 33</b>	No. of medical officers	:	0
		Staff nurse	:	33
<b>Keolari</b>	<b>Community Health Centre : 1</b>	No. of medical officers	:	0
		Staff nurse	:	2
		Compounder	:	1
		Number of govt. ambulance	:	1
		Number of other ambulance	:	3



		Number of beds	:	30
	<b>Primary Health Centre : 5</b>	No. of medical officers	:	1
		Staff nurse	:	5
		Compounder	:	1
		Number of beds	:	50
	<b>Sub Health Centre : 32</b>	No. of medical officers	:	0
		Staff nurse	:	32
<b>Chhapara</b>	<b>Community Health Centre : 1</b>	No. of medical officers	:	1
		Staff nurse	:	3
		Compounder	:	2
		Number of govt. ambulance	:	1
		Number of other ambulance	:	2
		Number of beds	:	30
	<b>Primary Health Centre : 4</b>	No. of medical officers	:	2
		Staff nurse	:	4
		Compounder	:	1
		Number of beds	:	40
	<b>Sub Health Centre : 17</b>	No. of medical officers	:	0
		Staff nurse	:	17
<b>Lakhnadon</b>	<b>Community Health Centre : 1</b>	No. of medical officers	:	7
		Staff nurse	:	2
		Compounder	:	2
		Number of govt. ambulance	:	1
		Number of other ambulance	:	3
		Number of beds	:	30
	<b>Primary Health Centre : 3</b>	No. of medical officers	:	3
		Staff nurse	:	5
		Compounder	:	3
		Number of beds	:	30

	<b>Sub Health Centre : 30</b>	No. of medical officers	:	0
		Staff nurse	:	30
<b>Ghansore</b>	<b>Community Health Centre : 1</b>	No. of medical officers	:	3
		Staff nurse	:	2
		Compounder	:	0
		Number of govt. ambulance	:	0
		Number of other ambulance	:	3
		Number of beds	:	100
	<b>Primary Health Centre : 3</b>	No. of medical officers	:	0
		Staff nurse	:	4
		Compounder	:	1
		Number of beds	:	30
	<b>Sub Health Centre : 27</b>	No. of medical officers	:	0
		Staff nurse	:	27
<b>Dhanaura</b>	<b>Community Health Centre : 1</b>	No. of medical officers	:	1
		Staff nurse	:	2
		Compounder	:	1
		Number of govt. ambulance	:	0
		Number of other ambulance	:	2
		Number of beds	:	30
	<b>Primary Health Centre : 2</b>	No. of medical officers	:	0
		Staff nurse	:	2
		Compounder	:	1
		Number of beds	:	20
	<b>Sub Health Centre : 14</b>	No. of medical officers	:	0
		Staff nurse	:	14

\*Other Ambulances includes ambulance of Red Cross, Janani Express, Rogi Kalyan, etc.

## C 8.2 Resources

### C 8.2.1 List of Petrol Pumps in Seoni

S.No.	Name of Block	Name of Petrol Pump	Location	Name of Oil Co.	Contact details
1	Seoni	M/s Neemichand Malu	Near Dal Sagar Seoni	HP	07692-220528
					9425174828
2	Seoni	M/s Sohane Brothers	Near Bus Stand Seoni	BP	07692-220617
					9425175117
3	Lakhnadon	M/s Sohane Brothers	Behind Lakhnadon Rest House	BP	07690 240125
					9425175117
4	Seoni	M/s General Trading Co.	Near Dal Sagar Seoni	HP	07692-220267
5	Seoni	M/s M.H.K.S.M. Husain Ali	G.N.Road, Near Nagpur <i>Naka</i>	BP	07692-220242
					9425174552
6	Chhapara	M/s Chaukse Petroleum	Near Krishi farm	Indian Oil	07691-290054
					9425426600
7	Keolari	M/s Awadhiya Petroleum	Near bus stand Keolari	Indian Oil	07694 235284
					9981134851
8	Seoni	M/s Hindustan Petroleum	Near Dist. Hospital	Indian Oil	07692-221387
					9425174587
9	Seoni	M/s L.N. Dealers	Lugharwada, G.N.Road	BP	07692-228220
					9425873755
10	Kurai	M/s Navsakti Petroleum	Khawasa (Pachdhar)	Indian Oil	9425174736
11	Seoni	M/s Highway filling station	Gorakhpur, G.N.Road	Indian Oil	07692-262630
					9425175142
12	Seoni	M/s Sohane Brothers	Nagjhar village	BP	07692-294499
					9425175117

13	Lakhnadon	M/s Laxmi filling station	Bumhodi, G.N.road	Indian Oil	07690-240542
14	Kurai	M/s Om Sai auto centre	Barapathar, Khawasa, G.N.Road	HP	07695 232416
					9425174828
15	Seoni	M/s Rajesh Pal Singh	Chorgareethia, G.N.Road	BP	9425174587
16	Lakhnadon	M/s Kamad Petroleum	Madai, G.N.Road	BP	07690-261227
17	Kurai	M/s Umashankar	Mohgao Sadak, G.N.Road	BP	07695-243488
					9425174719
18	Kurai	M/s Om Aaspura Petroleum	Barapathar, Khawasa, G.N.Road	Indian Oil	07695-232637
19	Keolari	M/s Avdhawal Petroleum	Kheraplari, Bheemgarh Road	Indian Oil	07694-233285
20	Dhhanura	M/s Ma Narmada Fuels	Dhhanaura, Pala Tigdda, Kahani Road	BP	9424939788
21	Keolari	M/s Naayan Petroleum	Dokarranji, Keolari, Ugali road	BP	07694-235612
					9425898532
22	Keolari	M/s Harshwardhan Petroleum	Dundaseoni, near palari tiggada	Reliance	9425175694
23	Seoni	M/s Yash Petroleum	Mungwani Khurd	Indian Oil	07692-220867
					9926566675
24	Ghansore	M/s J.K. Chaturvedi and sons	Village Ghansore	BP	07693-280056
					9424363511
					9424363522
25	Ghansore	M/s Saikripa Petroleum	Chhitapar, Ghansore road, Lakhnadon	HP	9425872257
26	Barghat	M/s Arihantt Petroleum	Seoni-Balaghat Road, Barghat	BP	07695-250655
					9425159188

27	Seoni	M/s Nandan Petroleum	Jayarat, G.N.Road	Reliance	
28	Seoni	M/s Chandrika Petroleum	Mungwani kala	BP	
29	Lakhnadon	M/s Shivhare Petroleum	Mukam Post Mohgaon, Dhuma Tehsheel	Essar	9425898881
30	Barghat	M/s Tilak Petroleum	Khuut village		9425873903
					9425159188
31	Lakhnadon	M/s Bheesm Petroleum	Lakhnadon- Kachari Road	HP	07690-240333
					240666
32	Keolari	M/s Ram Petroleum	Keolari	HP	9425898533
33	Lakhnadon	M/s Awadhiya Petrol pump Aadegaon	Aadegaon	BP	9425446240
34	Keolari	M/s Rai Petroleum	Kheraplari	BP	9479471257
35	Lakhnadon	M/s Rai Petroleum	Bumhodi	HP	
36	Dhhanura	M/s Rajdeep Fuels	Dhhanaur	HP	9425889380
37	Seoni	M/s Sanger Petroleum	Bakhari	BP	9425147520
38	Ghansore	M/s Pankaj Corp.	Gorakhpur	HP	
39	Chhapara	M/s K.T. Fuels Petroleum	Khatkar	BP	9425897650
40	Keolari	M/s Chaudhary Petroleum	Keolari village	BP	

### C 8.2.2 List of Swimmers in Seoni

Police Force			Home Guards		
S.No.	Sepoy No.	Name	S.No.	Sepoy No.	Name
1	340	Sushil Tripathi	1	165	Niranjan Prasad
2	136	Kanhaiya	2	162	Jawala Prasad
3	41	Kanghilal	3	309	Bharat Singh
4	146	Maer Singh	4	197	Parasram
5	69	Amarlal	5	321	Shyam Singh
6	16	Saikh Aazad	6	29	Chatur Singh

7	314	Lamna Singh	7	181	Raghunath Prasad
8	369	Sakan Singh	8	318	Prakashchand
9	193	Raghuveer	9	50	Prakash Janghela
10	218	Ashok Gothia	10	209	Rajendra Prasad
			11	117	Neelam Singh
			12	297	Parsuram
			13	185	Naresh Kumar
			14	179	Sashtrilal
			15	272	Daroga Prasad

### C 8.2.3 List of Relief Shelters

S.No.	Name of Relief Shelter	Block
1	P.G. College Seoni	Seoni
2	Girls College Seoni	Seoni
3	Tilak School	Seoni
4	Subashchandre Bose School	Seoni
5	M.L.B School	Seoni
6	Govt. Sr. Sec. School	Barghat
7	Govt. Snatak College	Barghat
8	Govt. College	Chhapara
9	Govt. Sr. Sec. School	Lakhnadon
10	Govt. Sr. Sec. School	Ghansore
11	Govt. Sr. Sec. School	Keolari

**C 8.2.4 List of Animal Doctors**

S.No.	Name of Doctor	Location	Mobile No.
1	Dr. K. Verma	Seoni	9926541015
2	Dr. A.K.Aggarwal	Lakhnadon	9407847947
3	Dr. S.S.Chaudhary	Lakhnadon	9425446259
4	Dr. S.N.Pandey	Chhapara	9407013989
5	Dr. M.K.Jain	Keolari	9424625181
6	Dr. Rajesh Kapoor		9425174708
7	Dr. Umesh Nirapure	Ganeshganj	9425888476
8	Dr. (Mrs.) J.B.Jain	Seoni	9425898863
9	Dr. N.A.Lal	Lakhnadon	9425834404
10	Dr. Savita Pandey	Lakhnadon	9425389002
11	Dr. R.S.Sarnagat	Barghat	9993965410
12	Dr. S.K.Chaukse	Chalisnu Ikaai	9425843132
13	Dr. S.K.Daheria	Seoni	9406859506
14	Dr. S.R.Jharia	Ghansore	9424633900
15	Dr. Balram Ahirwar	Seoni	9424363559
16	Dr. Rajesh Thakur	Seoni	9424950700
17	Dr. Manish Shende	Seoni	9589633150
18	Dr. Ravindre Narre	Dhanaura	9479632249
19	Dr. Vaishali Ghormare	Kurai	9907061244
20	Dr. Jyoti Kuril	Dhuma	9907266977
21	Dr. Akshaykumar Bansode	Khawasa	9893019056
22	Dr. L.S. Kashyap	Aadegao	8817067491

## C 8.3 Media and information management

S.No.	Media Type	Name	Phone	Mobile
1	Print	Samwad Kunj Seoni	220878	9425873278
			220534	
2	Print	Sudur Sandesh Seoni	222500	9407346800
			225300	8989483400
				9425847664
3	Print	DalSagar Seoni	220689	9425174689
			225689	
4	Print	Yugshrestra Seoni	224595	9425176084
				9425175520
5	Print	Dainik Yashonaiti	224737	9425843291
				9425843297
6	Print	Dainik Yamraj ki pukar		9300418126
7	Print	Dainik MahaKaushal Express	220655	9301782420
				9424987766
8	Print	Dainik Bhaskar Jabalpur	226784	9425176423
			220600	
9	Print	Navbharat Jabalpur	224525	9425174525
10	Print	Nayi dunia Jabalpur	221111	9993599825
11	Print	Hitwaad Jabalpur	220592	9425175680
12	Print	Express Jabalpur	221946	9425008618
13	Print	Dainik Deshbandhu Jabalpur	-----	9753863387
				9575922691
14	Print	Lokmat Nagpur	223955	9425175155
15	Print	Janpaksh Jabalpur	223582	9425174582
16	Print	Sandhya Prakash Bhopal	--	9425843189
17	Electronic	Prasaar Bharti	245225	9424380818
				9424747475
18	Electronic	Doordarshan / Saadhna	----	9425175891
19	Electronic	Sahara T.V.	----	9301418429
				9424759358
20	Electronic	India T.V.	223723	9425175723



21	Electronic	Local City Cable	9303185191
			9755840800

## C 8.4 Important Contact numbers

Designation	Name	Office	Res	Mobile
Collector	Mr. Ajeet Kumar	220444	220301	
CEO, Jila Panchayat	Mr. Sanket Bhondve	228073 228092 228072	220478	8349003322
Deputy Collector	Mr. Abhijeet Aggarwal	226412		8989003828
Upper Collector	Mr. B.S. Kulesh	220658	223475	9425356745
SDM, Seoni (Rural)	Mr. S.C.Parste	223967		9425978140
SDM, Seoni (Urban)	Mr. Chandresekhar Shukla	226348		9425168408
SDM, Barghat	Mr. P.S. Masram		220172	9893677362
Deputy Collector	Mrs. Suman Dhurve			9425843369
District and session Judge	Mrs. Durga Dabur	220469 223206	220441	
District Planning Officer	Mr. S.R. Marawi	220295	220562	9424930186
RTO	Mr. C.S. Sharma	228047		9826530577
Public Relation Officer	Mr. M.K. Baelia	220061 220538	220393	9425843084
District supply officer	Mr. T.R.Ahirwar	223968		9302678137
Superintendent, Land Records Dept.	Mr. B.L. Patilkar	225866	228249	9826459119
Police Superintendent	Mr. Rakesh Jain	226689	225589	9425180473
Additional Police Superintendent	Ms. Savita Sohane	220175	220284	9425167808
Town Inspector, Traffic Police	Mr. Naveen Jain	228050	228250	9179030580
District Commandant, Home Guard	Mr. B. S. Markam	220569	220570	9425836640
Control Room, Police		220955		100
In-Charge, Nehru Yuva Kendre	Mr. Sudhakar Gaur	221773		9425481602
Chairman, Municipal Corporation	Mr. Rajesh Tiwari	226234	220095	9425176146
Chief Medical & Health Officer	Dr. Y.S.Thakur	220323 222323	220376	9424387300
BMO, Gopalganj	Dr. A. H. Kureshi	245290	225363	9893159342
BMO, Kurai	Dr. Abhishek Raikwar	246545		9425160863

BMO, Barghat	Dr. M.S. Gharde	250263		9424919905
BMO, Keolari	Dr. Amrit Lakra	235439		9981165181
BMO, Chhapara	Dr. D. Banarjee	290045	290006	9407518056
BMO, Lakhnadon	Dr. J.P.S. Parteti	240996	240109	9425873462
BMO, Ghhansaur	Dr. Promi Kosta	280288		9584106688
BMO, Dhhanaura	Dr. Vandana Kamlesh		285495	9479509050
Control Room, Hospital		220222		
Chief Conservator of Forest, Seoni	Mr. L. K. Chaudhary	220594		
		225554	220409	9424794105
District Engineer, BSNL	Mr. R.S. Thakur	221500	221600	9425084101
Control Room, BSNL		197/ 198		
District Education Officer	Mr. T.C.Patle	220403		
		225708		9425068451
EE, Public Health Engineering	Mr. S.K. Jain	220560	220448	9425483293
EE, Rural Engineering Dept.	Mr. D.K. P gare	228140	221278	9424379109
		220998		
Superintendent Engineer, PWD	Mr. G.R. Gujre	222513	220930	9425146821
EE, PWD (B&R)	Mr. Gopal Gupta	220572	220758	9425393029
Chief Engg., Water Board	Mr. B.L.Bhanwar	220776	220477	9425102144
		220680		
Superintendent Engineer, MPEB	Mr. A.K.Pandey	220290	228185	9425805951
Control Room, MPEB			220487	
		220269		
CEO, Janpad, Seoni	Mr. B.M.Gode	224146	221126	9826789178
Tehsheeldar, Seoni	Mr. Dinesh Sawle	223966		9893748887
SDM, Barghat	Mr. P. S. Masram	250348		9893677362
CEO, Janpad, Barghat	Mr. S.S. Raghuvanshi	250229	9.42E+09	9425842964
Tehsheeldar, Barghat	Ms. Jyoti Bhlave	250348	250172	9425147012
SDM, Keolari	Mr. Illairaja T	235181	235182	9893775673
CEO, Janpad, Keolari	Mr. M.N.S.Rajput	235225		9179923190
Tehsheeldar, Keolari	Mrs. Savati Tiwari	235181	235468	9425468841
		246426		9575105888
CEO, Janpad, Kurai	Mr. Shriram Bagel	246561	224416	9425833310
Tehsheeldar, Kurai	Mr. Yadoram Tumrame	246569		9425563880
		290213		
CEO, Janpad, Chhapara	Mr. G.M. Kureshi	290847	290847	9425461656

Tehsheeldar, Chhapara	Mr. Ashok Dehria	290435		9407394369
SDM, Lakhnadon	Ms. Lata Pathak	240122	240124	9425466960
CEO, Janpad, Lakhnadon	Mr. R.B. Paraser	240787 240463	240767	9424732489
Tehsheeldar, Lakhnadon	Mr. R.K. Vaigh	240655		9425451099
CEO, Janpad, Dhhanaura	Mr. Rajendre Singh Vakhle	285428 285201	285527	9425939449
Tehsheeldar, Dhhanaura	Mr. Manoj Chhaurasia	285428		9425148474
SDM, Ghansorea	Mr. K.L.Garg	280116	280111	9425689721
CEO, Janpad, Ghansorea	Mr. S.S. Sharma	280191	214112	9425420253
Tehsheeldar, Ghansorea	Mr. Devendre Chaudhary	280318	280368	9425405527

## C 8.5 Do's and don'ts of all possible hazards

### Earthquake

#### ***What to Do Before an Earthquake***

- Repair deep plaster cracks in ceilings and foundations. Get expert advice if there are signs of structural defects.
- Anchor overhead lighting fixtures to the ceiling.
- Follow BIS codes relevant to your area for building standards
- Fasten shelves securely to walls.
- Place large or heavy objects on lower shelves.
- Store breakable items such as bottled foods, glass, and china in low, closed cabinets with latches.
- Hang heavy items such as pictures and mirrors away from beds, settees, and anywhere people sit.
- Brace overhead light and fan fixtures.
- Repair defective electrical wiring and leaky gas connections. These are potential fire risks.
- Secure a water heater, LPG cylinder etc., by strapping it to the wall studs and bolting it to the floor.
- Store weed killers, pesticides, and flammable products securely in closed cabinets with latches and on bottom shelves.
- Identify safe places indoors and outdoors.
  1. Under strong dining table, bed
  2. Against an inside wall
  3. Away from where glass could shatter around windows, mirrors, pictures, or where heavy bookcases or other heavy furniture could fall over
  4. In the open, away from buildings, trees, telephone and electrical lines, flyovers, bridges
- Educate yourself and family members
- Know emergency telephone numbers (doctor, hospital, police, etc)

#### ***Have a disaster emergency kit ready***

- Battery operated torch
- Extra batteries
- Battery operated radio
- First aid kit and manual
- Emergency food (dry items) and water (packed and sealed)
- Candles and matches in a waterproof container

- Knife
- Chlorine tablets or powdered water purifiers
- Can opener.
- Essential medicines
- Cash and credit cards
- Thick ropes and cords
- Sturdy shoes

### **Develop an emergency communication plan**

1. In case family members are separated from one another during an earthquake (a real possibility during the day when adults are at work and children are at school), develop a plan for reuniting after the disaster.
2. Ask an out-of-state relative or friend to serve as the 'family contact' After a disaster, it's often easier to call long distance. Make sure everyone in the family knows the name, address, and phone number of the contact person.

### **Help your community get ready**

1. Publish a special section in your local newspaper with emergency information on earthquakes. Localize the information by printing the phone numbers of local emergency services offices and hospitals.
2. Conduct a week-long series on locating hazards in the home.
3. Work with local emergency services and officials to prepare special reports for people with mobility impairments on what to do during an earthquake.
4. Provide tips on conducting earthquake drills in the home.
5. Interview representatives of the gas, electric, and water companies about shutting off utilities.

Work together in your community to apply your knowledge to building codes, retrofitting programmes, hazard hunts, and neighborhood and family emergency plans.

### **What to Do during an Earthquake**

- Stay as safe as possible during an earthquake. Be aware that some earthquakes are actually foreshocks and a larger earthquake might occur. Minimize your movements to a few steps to a nearby safe place and stay indoors until the shaking has stopped and you are sure exiting is safe.

#### **If indoors**

- DROP to the ground; take COVER by getting under a sturdy table or other piece of furniture; and HOLD ON until the shaking stops. If there isn't a table or desk near you, cover your face and head with your arms and crouch in an inside corner of the building.
- Protect yourself by staying under the lintel of an inner door, in the corner of a room, under a table or even under a bed.
- Stay away from glass, windows, outside doors and walls, and anything that could fall, such as lighting fixtures or furniture.
- Stay in bed if you are there when the earthquake strikes. Hold on and protect your head with a pillow, unless you are under a heavy light fixture that could fall. In that case, move to the nearest safe place.
- Use a doorway for shelter only if it is in close proximity to you and if you know it is a strongly supported, loadbearing doorway.
- Stay inside until the shaking stops and it is safe to go outside. Research has shown that most injuries occur when people inside buildings attempt to move to a different location inside the building or try to leave.
- Be aware that the electricity may go out or the sprinkler systems or fire alarms may turn on.
- DO NOT use the elevators.

#### **If outdoors**

- Stay there.
- Move away from buildings, trees, streetlights, and utility wires.
- Once in the open, stay there until the shaking stops. The greatest danger exists directly outside

buildings, at exits, and alongside exterior walls. Most earthquake-related casualties result from collapsing walls, flying glass, and falling objects.

**If in a moving vehicle**

- Stop as quickly as safety permits and stay in the vehicle. Avoid stopping near or under buildings, trees, overpasses, and utility wires.
- Proceed cautiously once the earthquake has stopped. Avoid roads, bridges, or ramps that might have been damaged by the earthquake.

**If trapped under debris**

- Do not light a match.
- Do not move about or kick up dust.
- Cover your mouth with a handkerchief or clothing.
- Tap on a pipe or wall so rescuers can locate you. Use a whistle if one is available. Shout only as a last resort. Shouting can cause you to inhale dangerous amounts of dust.

**After an earthquake**

- Keep calm, switch on the radio/TV and obey any instructions you hear on it.
- Keep away from beaches and low banks of rivers. Huge waves may sweep in.
- Expect aftershocks. Be prepared.
- Turn off the water, gas and electricity.
- Do not smoke and do not light matches or use a cigarette lighter. Do not turn on switches. There may be gas leaks or short-circuits.
- Use a torch.
- If there is a fire, try to put it out. If you cannot, call the fire brigade.
- If people are seriously injured, do not move them unless they are in danger.
- Immediately clean up any inflammable products that may have spilled (alcohol, paint, etc).
- If you know that people have been buried, tell the rescue teams. Do not rush and do not worsen the situation of injured persons or your own situation.
- Avoid places where there are loose electric wires and do not touch any metal object in contact with them.
- Do not drink water from open containers without having examined it and filtered it through a sieve, a filter or an ordinary clean cloth.
- If your home is badly damaged, you will have to leave it. Collect water containers, food, and ordinary and special medicines (for persons with heart complaints, diabetes, etc.)
- Do not re-enter badly damaged buildings and do not go near damaged structures.

**Flood**

**Before a Flood to prepare for a flood, you should:**

- Avoid building in a flood prone area unless you elevate and reinforce your home.
- Elevate the furnace, water heater, and electric panel if susceptible to flooding.
- Install "check valves" in sewer traps to prevent floodwater from backing up into the drains of your home.
- Contact community officials to find out if they are planning to construct barriers (levees, beams, floodwalls) to stop floodwater from entering the homes in your area.
- Seal the walls in your basement with waterproofing compounds to avoid seepage.

**During a Flood If a flood is likely in your area, you should:**

- Listen to the radio or television for information.
- Be aware that flash flooding can occur. If there is any possibility of a flash flood, move immediately to higher ground. Do not wait for instructions to move.
- Be aware of streams, drainage channels, canyons, and other areas known to flood suddenly. Flash floods can occur in these areas with or without such typical warnings as rain clouds or heavy rain.

**If you must prepare to evacuate, you should do the following:**

- Secure your home. If you have time, bring in outdoor furniture. Move essential items to an

upper floor.

- Turn off utilities at the main switches or valves if instructed to do so. Disconnect electrical appliances. Do not touch electrical equipment if you are wet or standing in water.

If you have to leave your home, remember these evacuation tips:

- Do not walk through moving water. Six inches of moving water can make you fall. If you have to walk in water, walk where the water is not moving. Use a stick to check the firmness of the ground in front of you.
- Do not drive into flooded areas. If floodwaters rise around your car, abandon the car and move to higher ground if you can do so safely. You and the vehicle can be quickly swept away.

### **Driving Flood Facts**

The following are important points to remember when driving in flood conditions:

- Six inches of water will reach the bottom of most passenger cars causing loss of control and possible stalling.
- A foot of water will float many vehicles.
- Two feet of rushing water can carry away most vehicles including sport utility vehicles (SUV's) and pick-ups.

### **After a Flood**

The following are guidelines for the period following a flood:

- Listen for news reports to learn whether the community's water supply is safe to drink.
- Avoid floodwaters; water may be contaminated by oil, gasoline, or raw sewage. Water may also be electrically charged from underground or downed power lines.
- Avoid moving water.
- Be aware of areas where floodwaters have receded. Roads may have weakened and could collapse under the weight of a vehicle.
- Stay away from downed power lines, and report them to the power company.
- Return home only when authorities indicate it is safe.
- Stay out of any building if it is surrounded by floodwaters.
- Use extreme caution when entering buildings; there may be hidden damage, particularly in foundations.
- Service damaged septic tanks, cesspools, pits, and leaching systems as soon as possible. Damaged sewage systems are serious health hazards.
- Clean and disinfect everything that got wet. Mud left from floodwater can contain sewage and chemicals.

### **Flood: Know Your Terms**

Familiarize yourself with these terms to help identify a flood hazard:

- **Flood Watch:** Flooding is possible. Tune in to Local Radio for Weather Services, commercial radio, or television for information.
- **Flash Flood Watch:** Flash flooding is possible. Be prepared to move to higher ground; listen to Local Radio for Weather Services, commercial radio, or television for information.
- **Flood Warning:** Flooding is occurring or will occur soon; if advised to evacuate, do so immediately.
- **Flash Flood Warning:** A flash flood is occurring; seek higher ground on foot immediately.

## **You and Your Family**

### **Dos**

- Educate your children wife and other family member in respect of natural and manmade disasters and other crises. In case of your being unaware, take help of Civil Defense and Home Guard organization and other NGOs. Develop habit in you and your children to spare 1% of your busy time to think about Individual security and security interests.

- Keep the phone numbers of the local police station, police control rooms, fire stations, and schools, colleges, TV station, All India Radio, ambulance services and Chemists for emergency use.
- Guide children to remain at schools in emergency.
- Prepare an emergency kit of items and essentials in the house including essential documents and valuables.
- Store food and water for survival in case you had a pre-warning.
- Any suspicious incidents observed be reported to police on 100. Callers do not have to give their identity on the phone. Information of immediate use be conveyed to control rooms to help early relief.
- Carry your identity card, residential telephone number or address or personal card with you. Have your blood group and any medical allergies recorded with you.
- Check information in case of disasters and crises from Ward, Civil Defense / Home Guard, and BMC, TV and All India Radio Control room.
- Learn to fight such emergencies untidily.
- Support authorities and NGOs.
- Identify scooters, cars, vehicles parked in society and identify vehicles which are unknown and parked for long.
- Organize societies and muhalla committees to educate people.

#### **Don'ts**

- Do not encourage rumors.
- Do not blame any community for any crises.
- Do not encourage communal hatred in such situations.

## **You and Your Family**

### **Dos**

- Your mode of travel by car, bus, train and taxi be known to your people.
- High rises buildings must check their electric and water supplies and organize periodic mockup drills for fire fighting and escape routes.
- Drills for bomb blast, threats be organized and practiced.
- Air/Helicopter evacuation be examined and organized from selected rooftops of high rises.
- Firefighting equipment be kept serviceable and periodic check is effected.
- Office societies be organized and prepared to coordinate such emergencies of fire brigade, medical help and other assistance. Such people be nominated and they should guide relief.
- Everyone must know use of fire extinguisher in emergency.
- Security guards are trained to coordinate in such crises.

### **Dos**

#### **During Transit**

- Be concerned and develop habit of surveillance when out of our house. Check your seat in cinema hall, train, bus and air. Have you observed a bird, she jumped around and looks in all directions before selecting a spot on a tree for her security. Do we learn anything from this bird instinct?
- Look for the objects, baggage, at bus stand, railway stations, compartments, airport, which is unclaimed.
- Unknown vehicles parked at airports, Railway Stations and bus stands have to be kept under surveillance by common citizens, and this alertness may help authorities.
- Bus, trains and airlines passengers who notice any suspicious behavior of co-passengers, be brought to the notice of officials,
- Every passenger should identify a friend or relations residence in case of requirement of staying away in emergency. The family should know about such a plan.

### **Don'ts**

- Do not touch any suspicious object. Report to concerned people.
- Do not crowd the object.
- Passengers should not accept parcels from unknown persons in hurry while boarding train or bus.

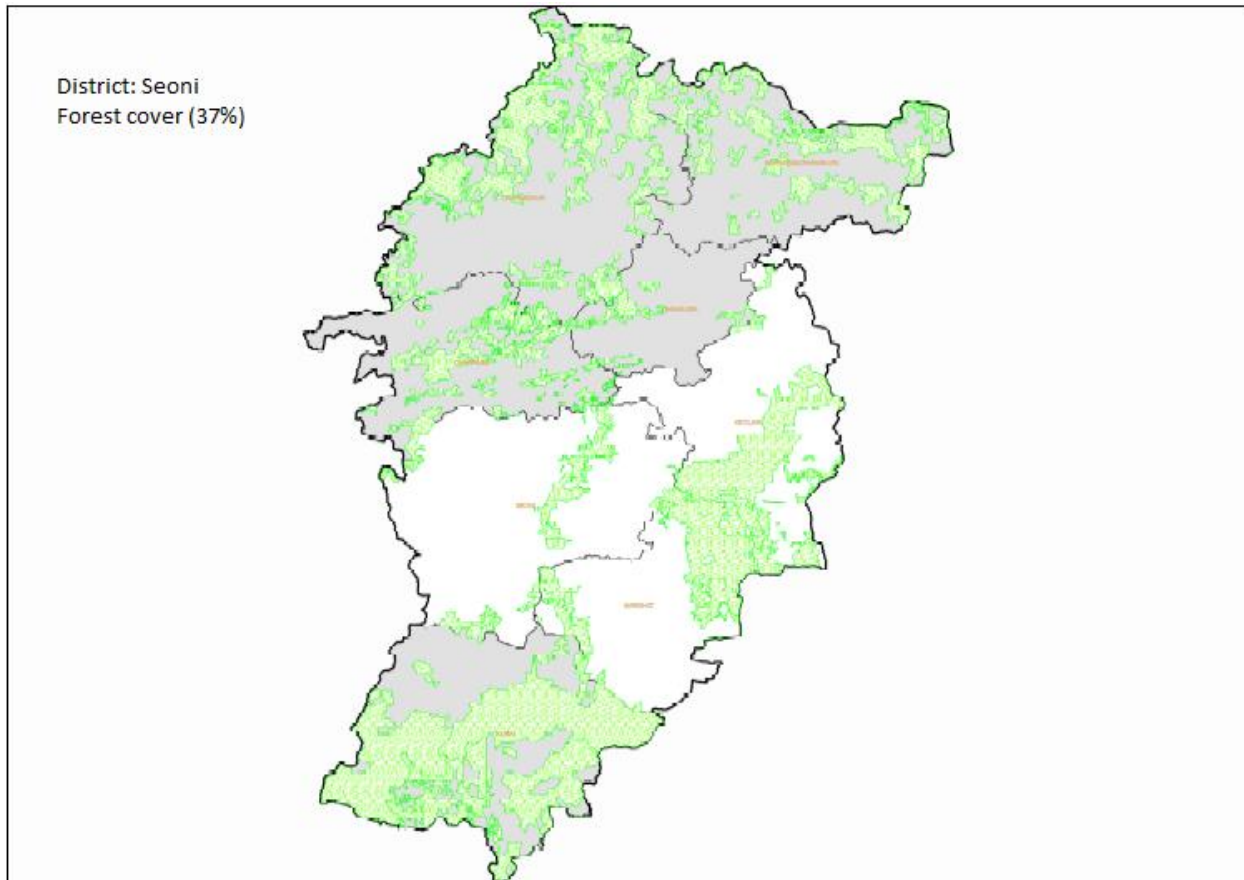


# C 8.6 Detailed Maps

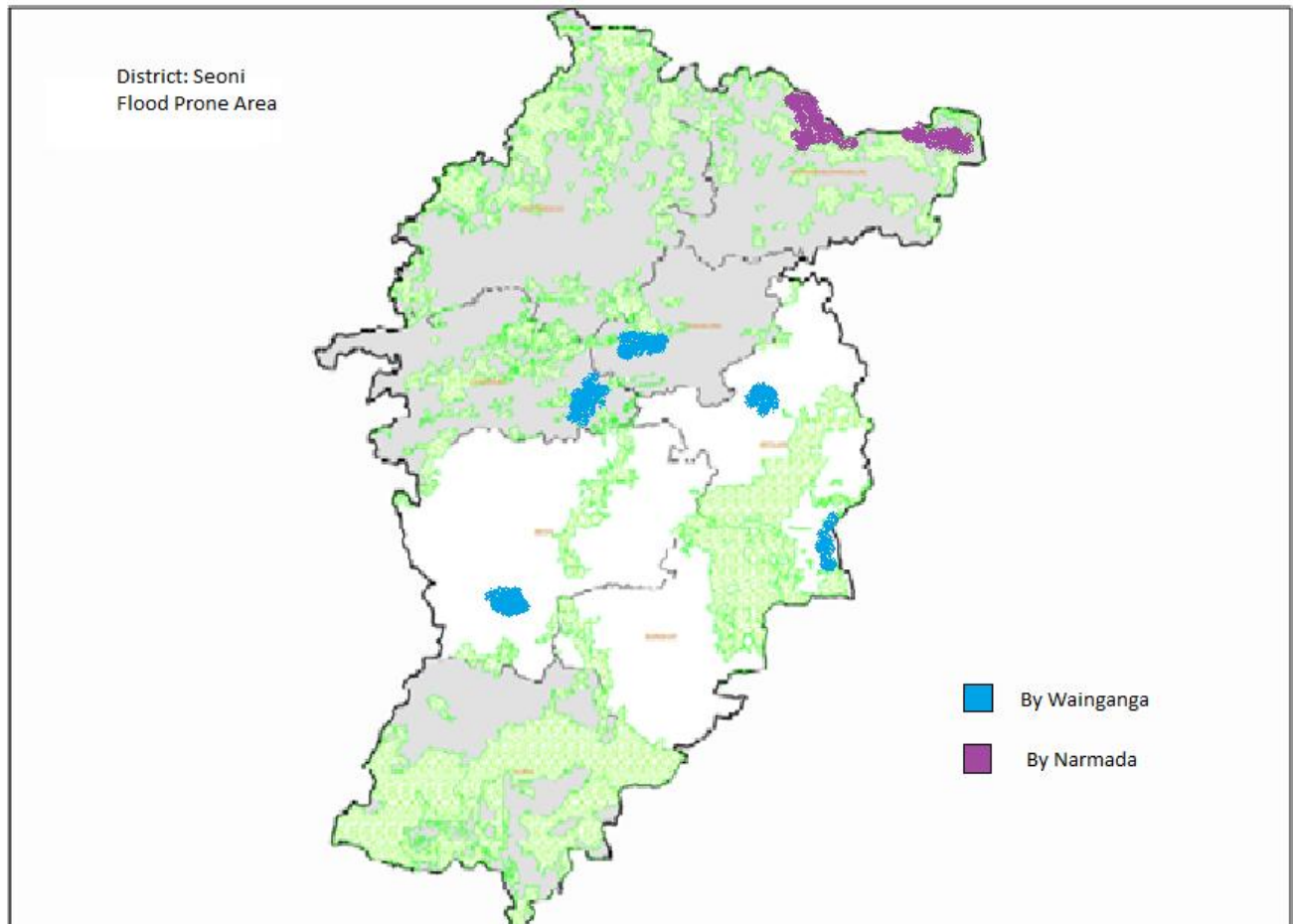
## C 8.6.1 General Map of Seoni

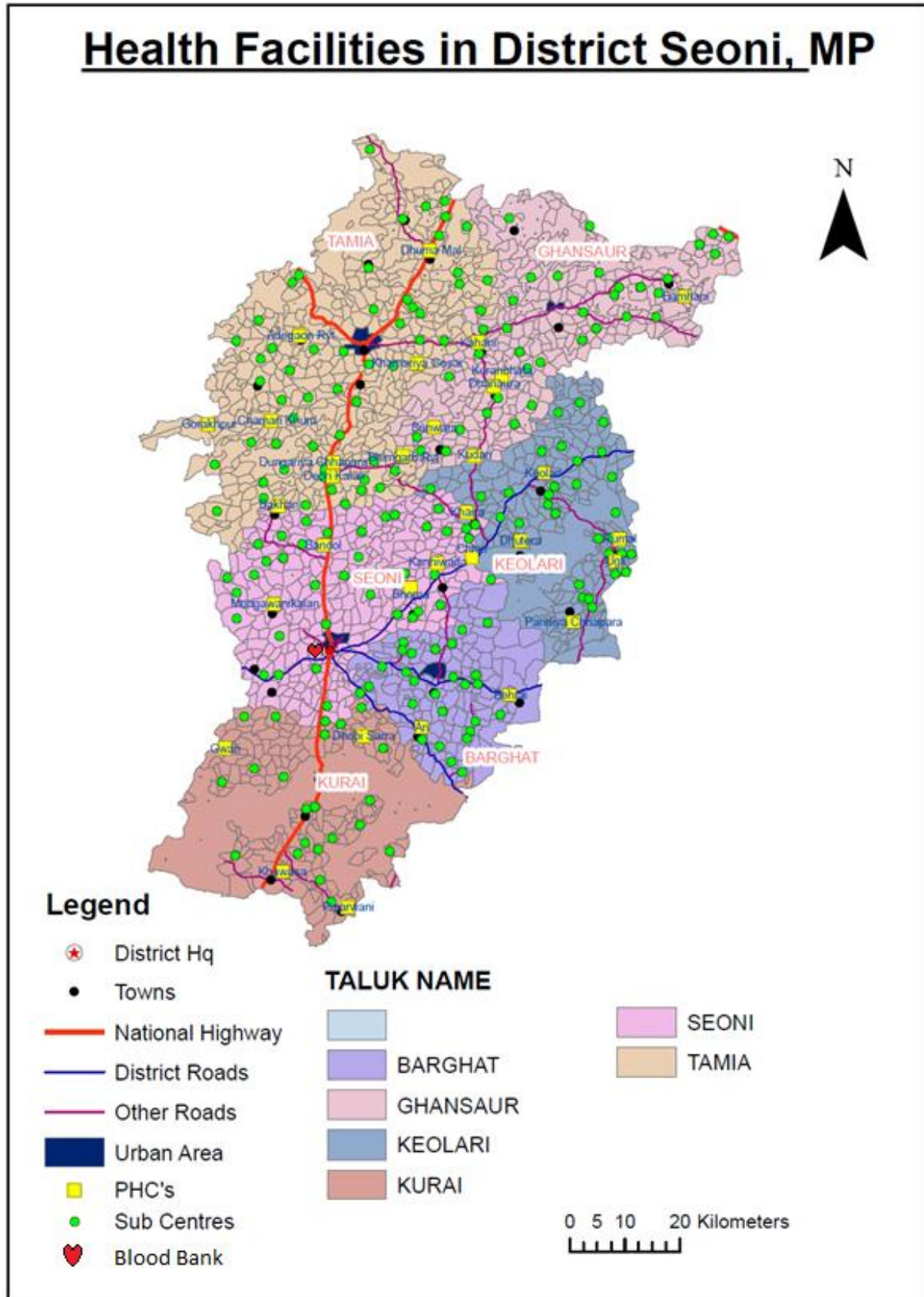


### C 8.6.2 Map showing Forest Cover in Seoni



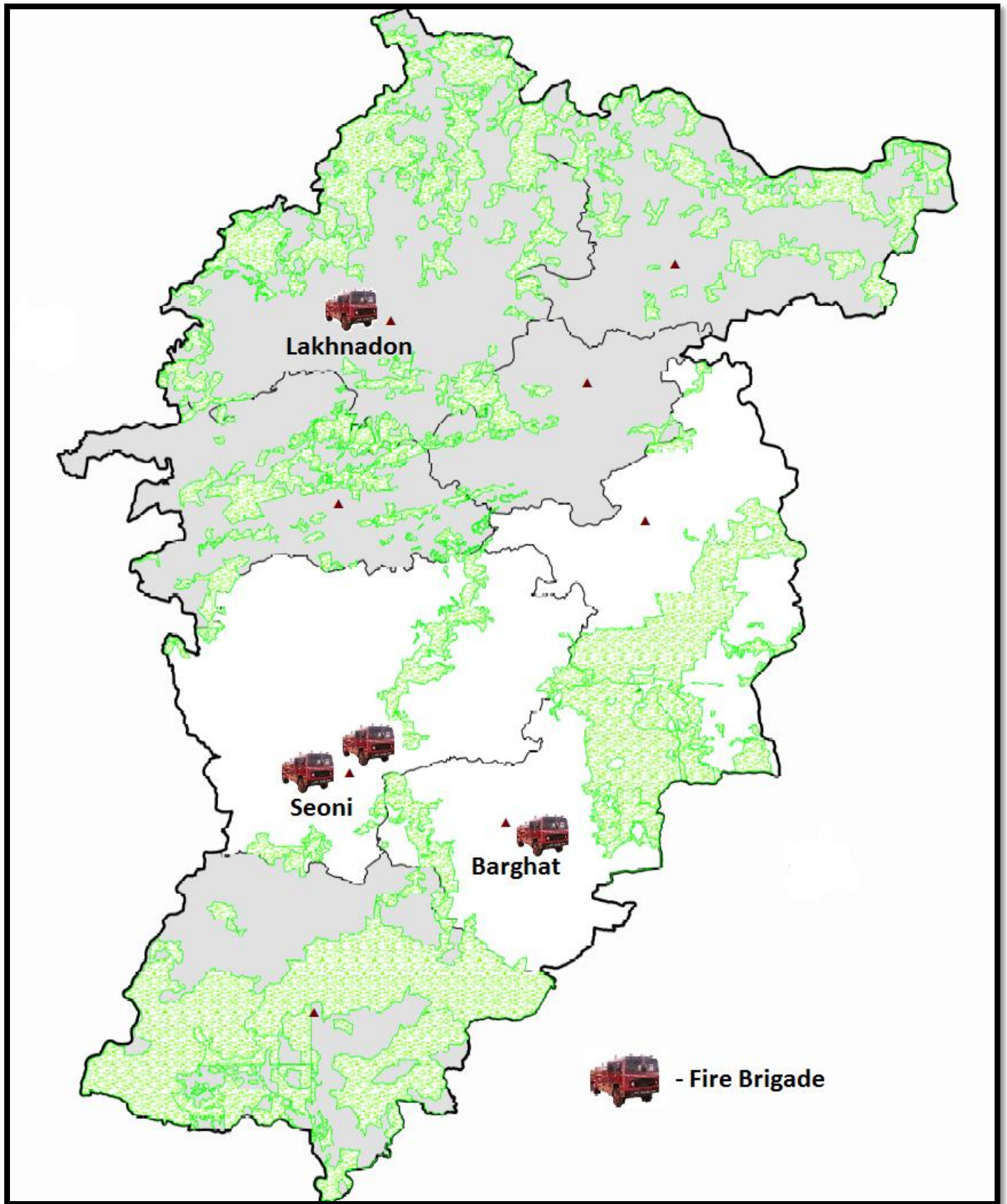
### C 8.5.3 Map showing flood prone areas in Seoni



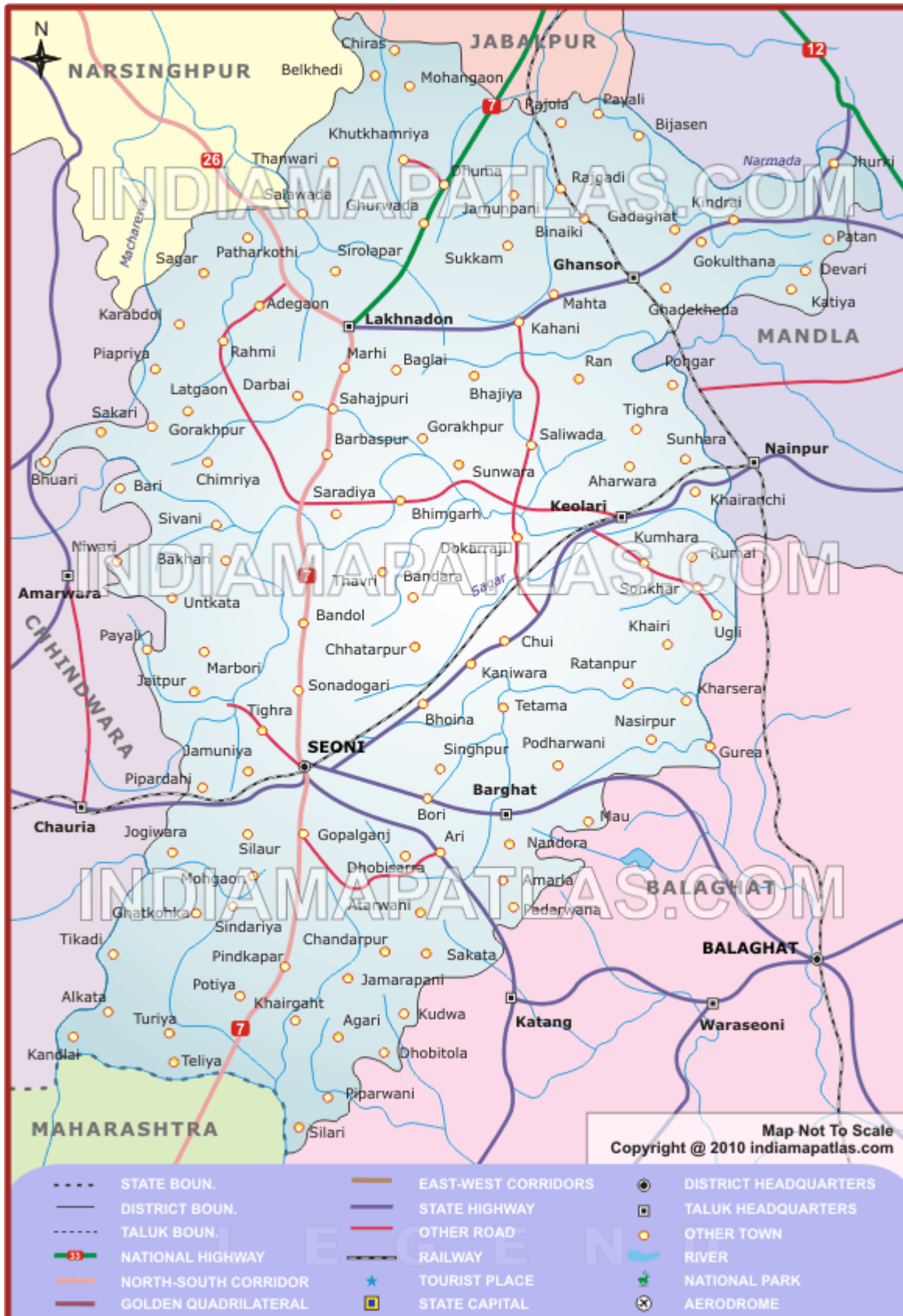


Map composed by NIC  
Source RGI, SOI

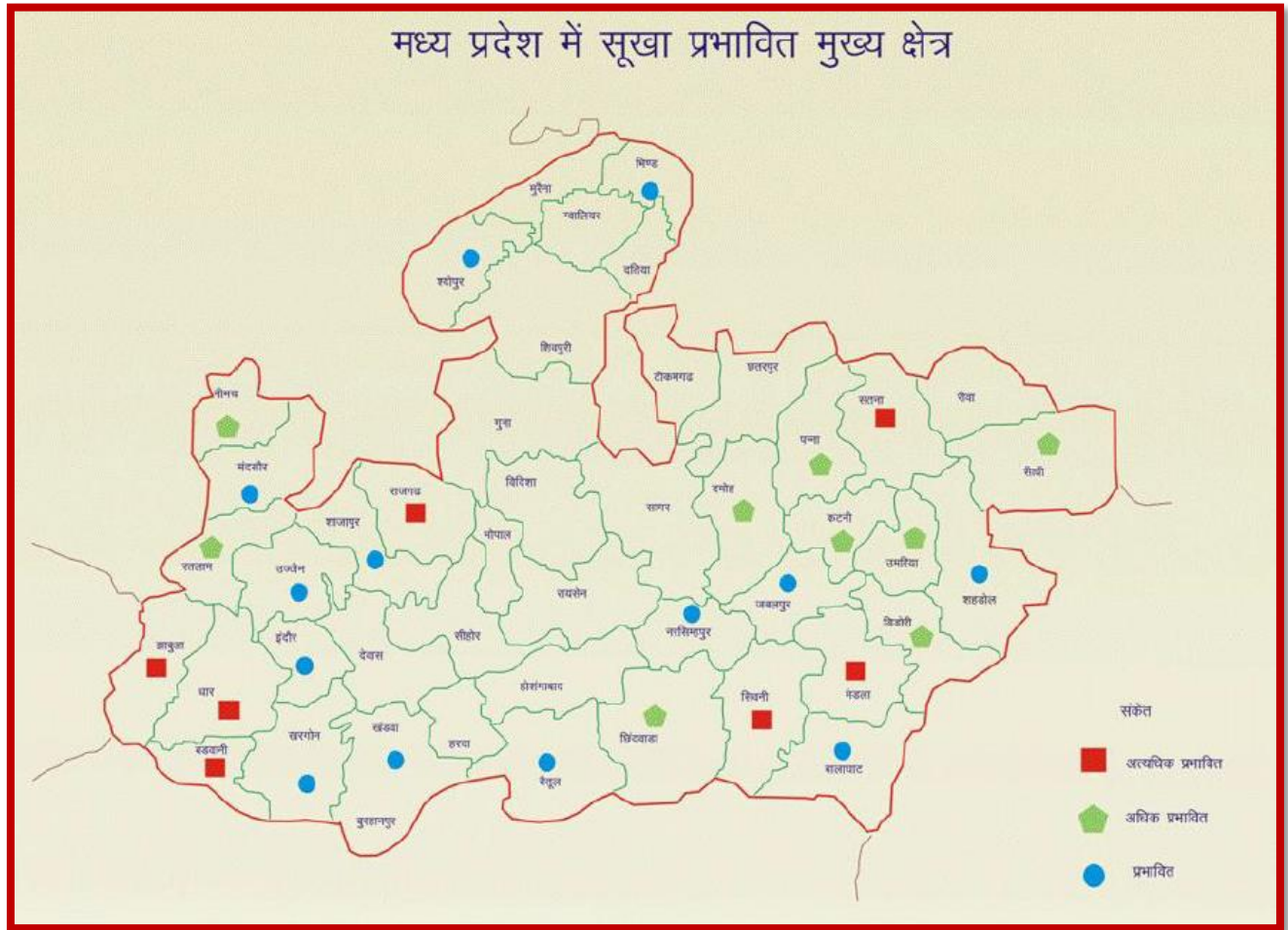
C 8.6.5 Map showing location of Fire Brigade in the District

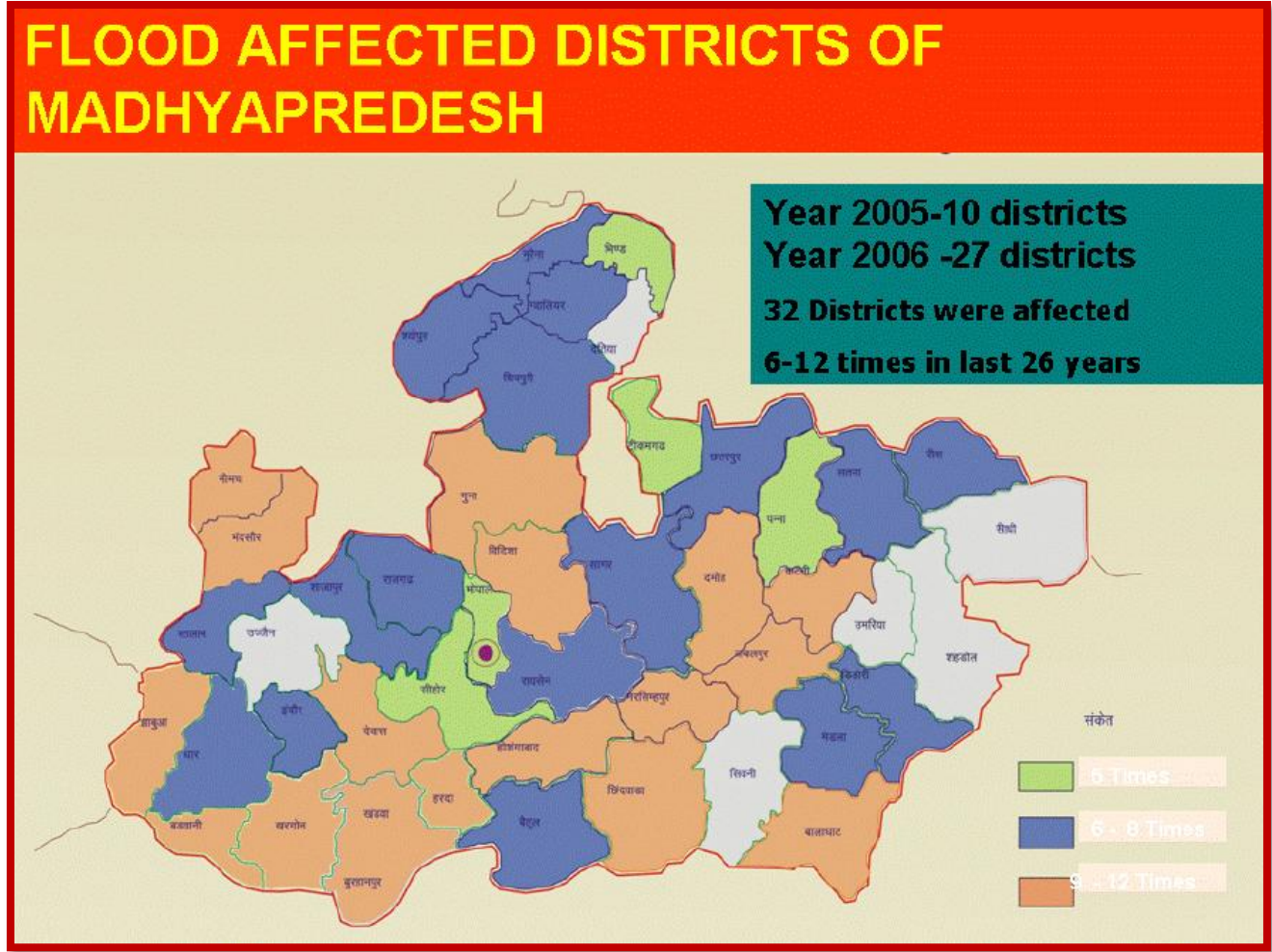


C 8.6.6 Map showing neighboring districts of Seoni



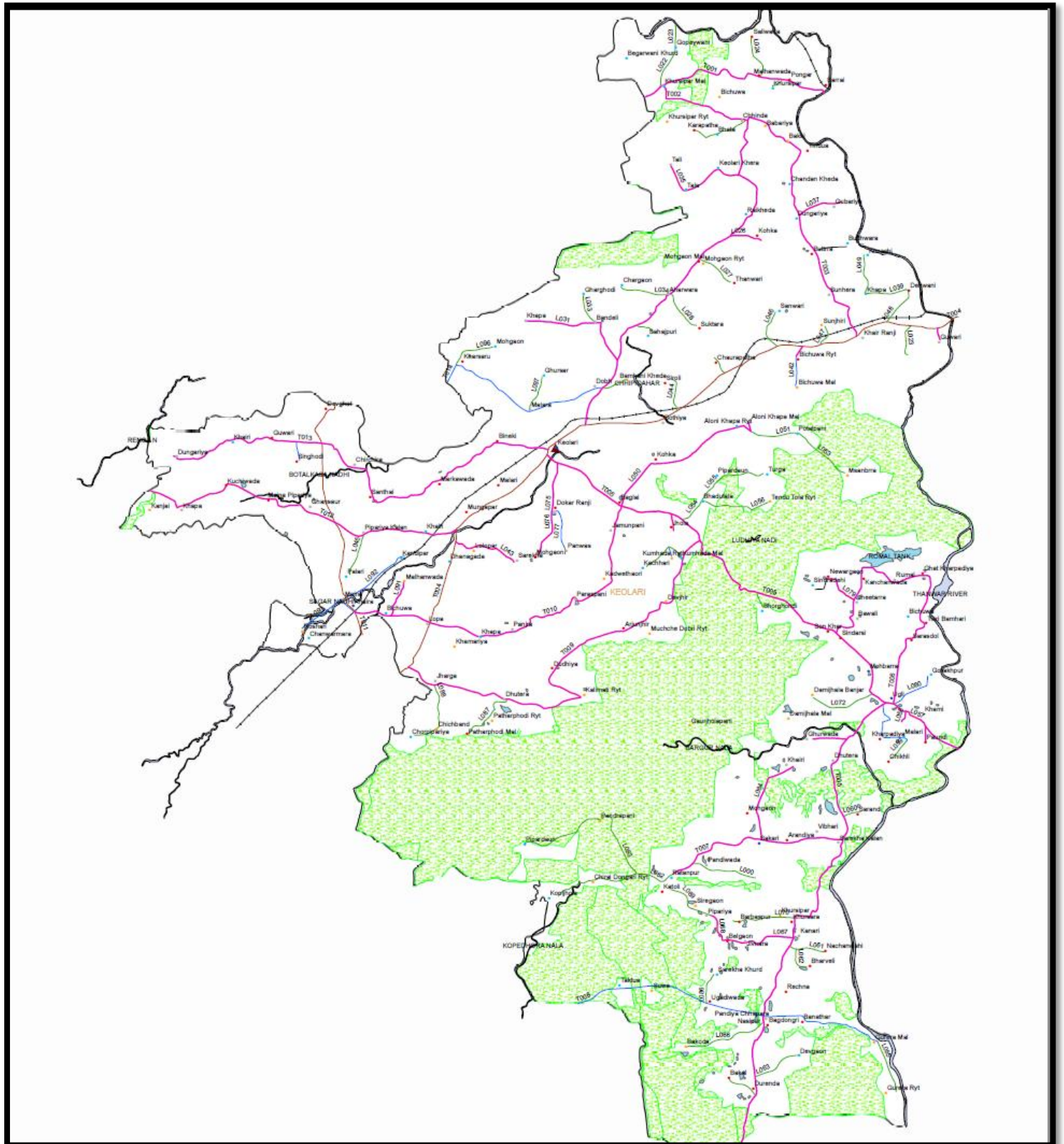
C 8.6.7 Map of M.P. showing Drought Prone Districts



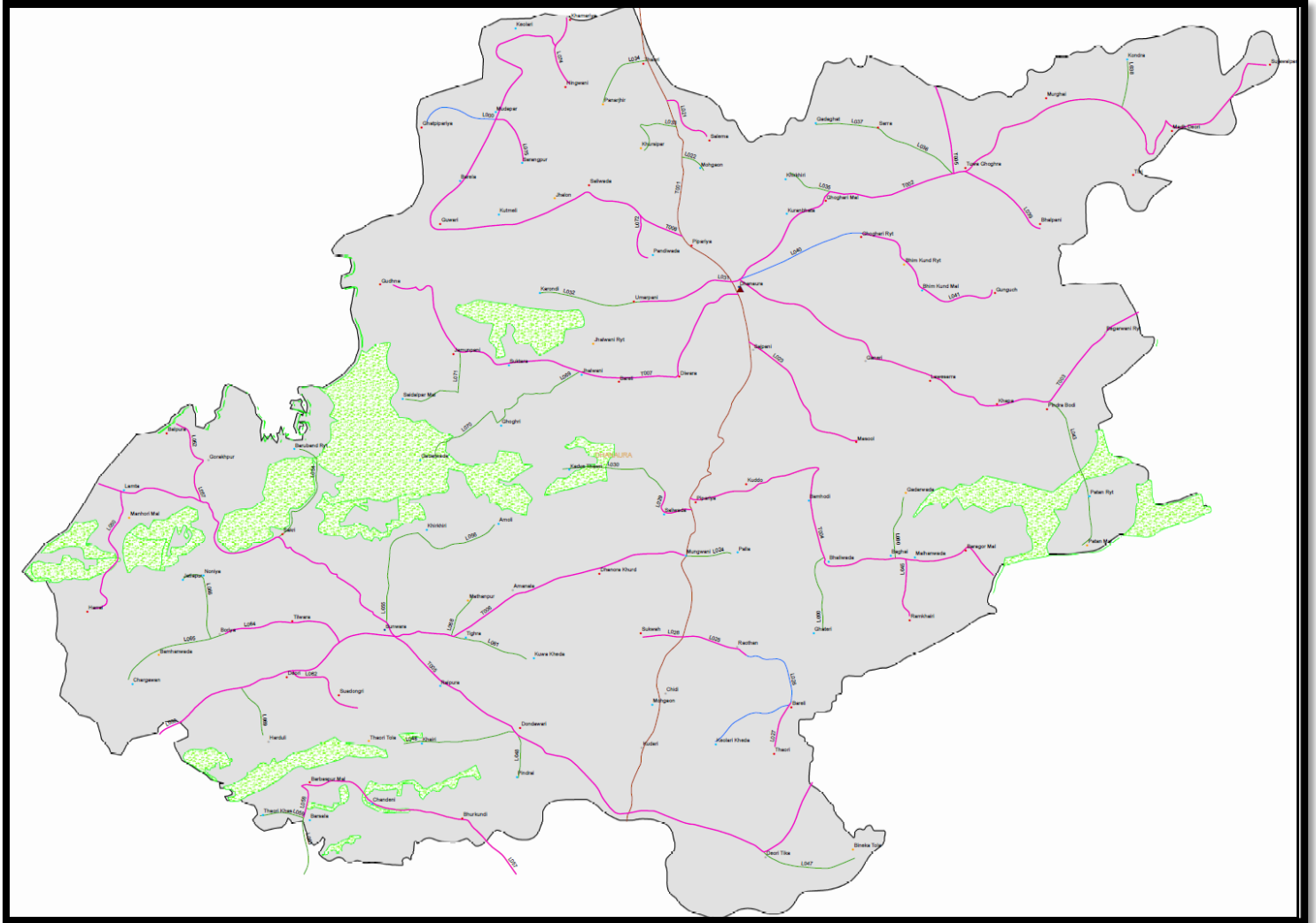




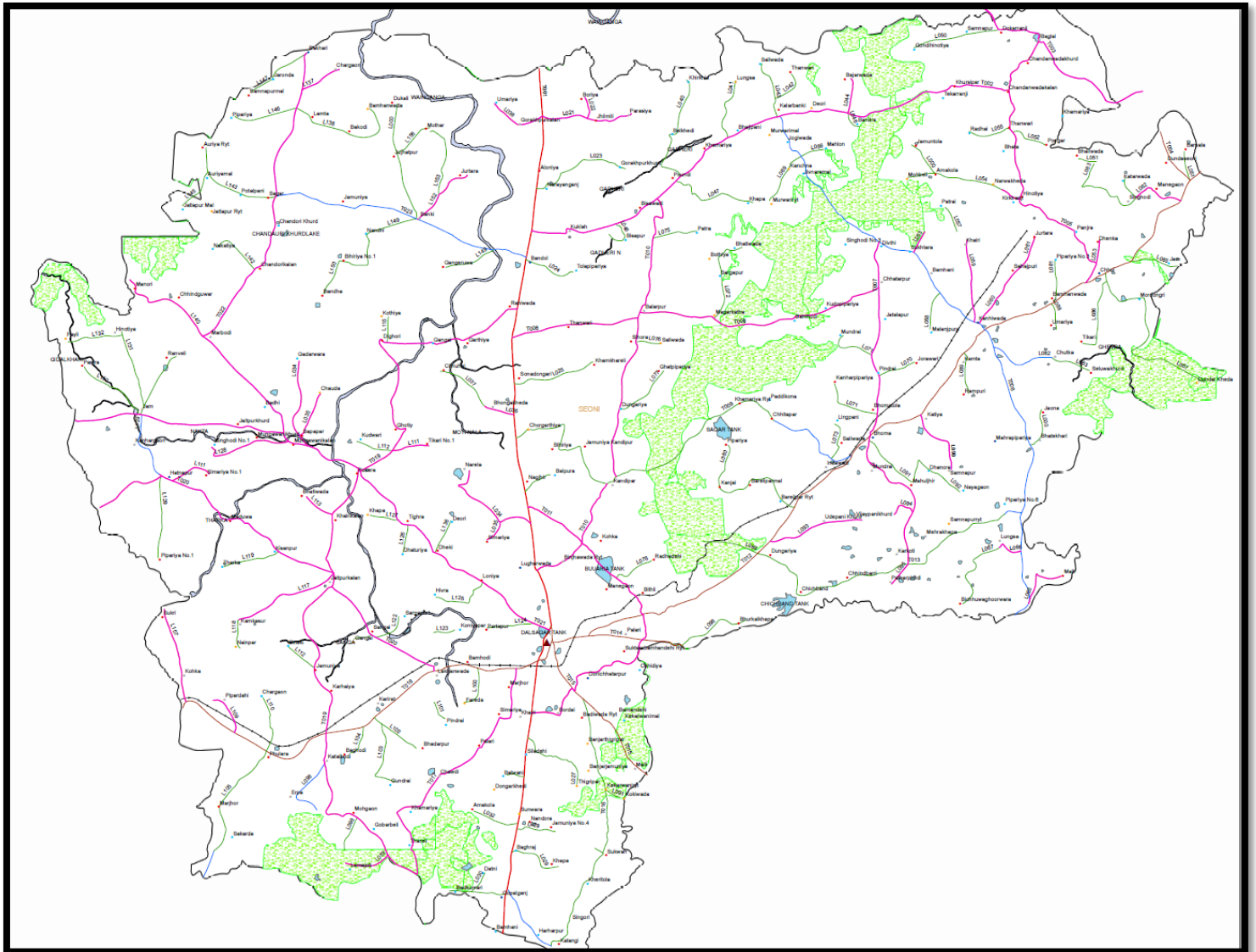
C 8.6.9 Detailed Map of block Keolari



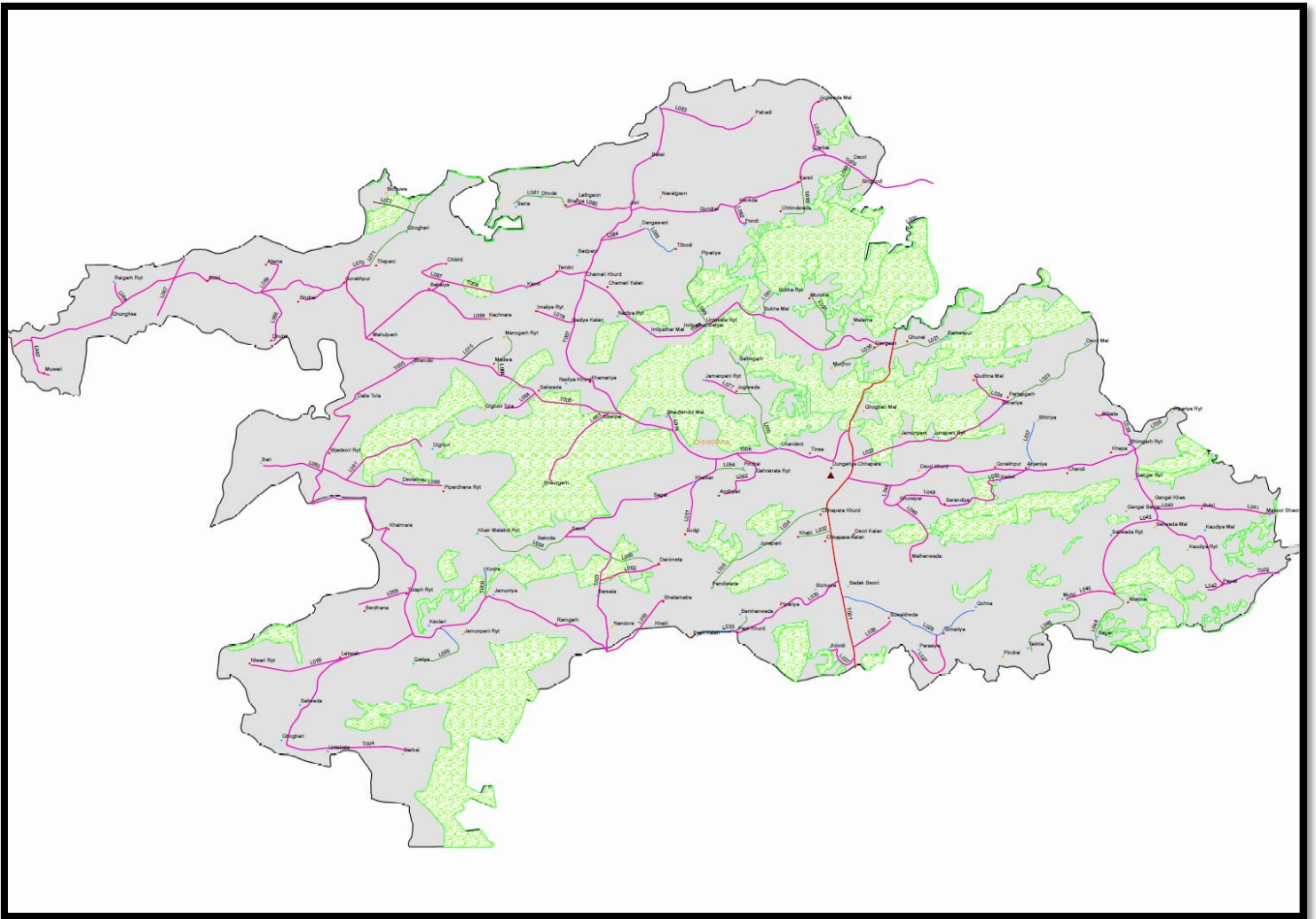
**C 8.6.10 Detailed Map of block Dhanaura**



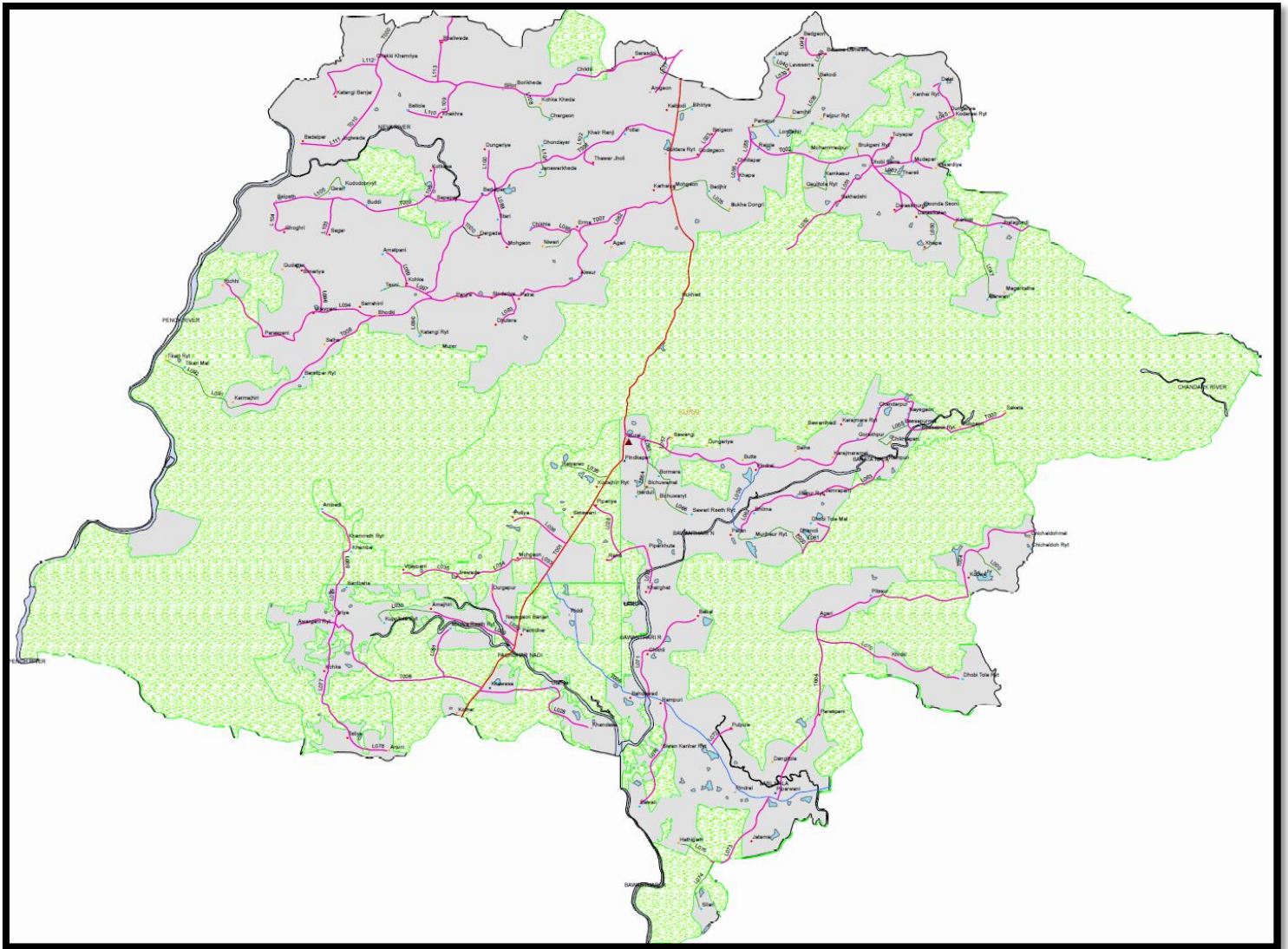
### C 8.6.11 Detailed Map of block Seoni



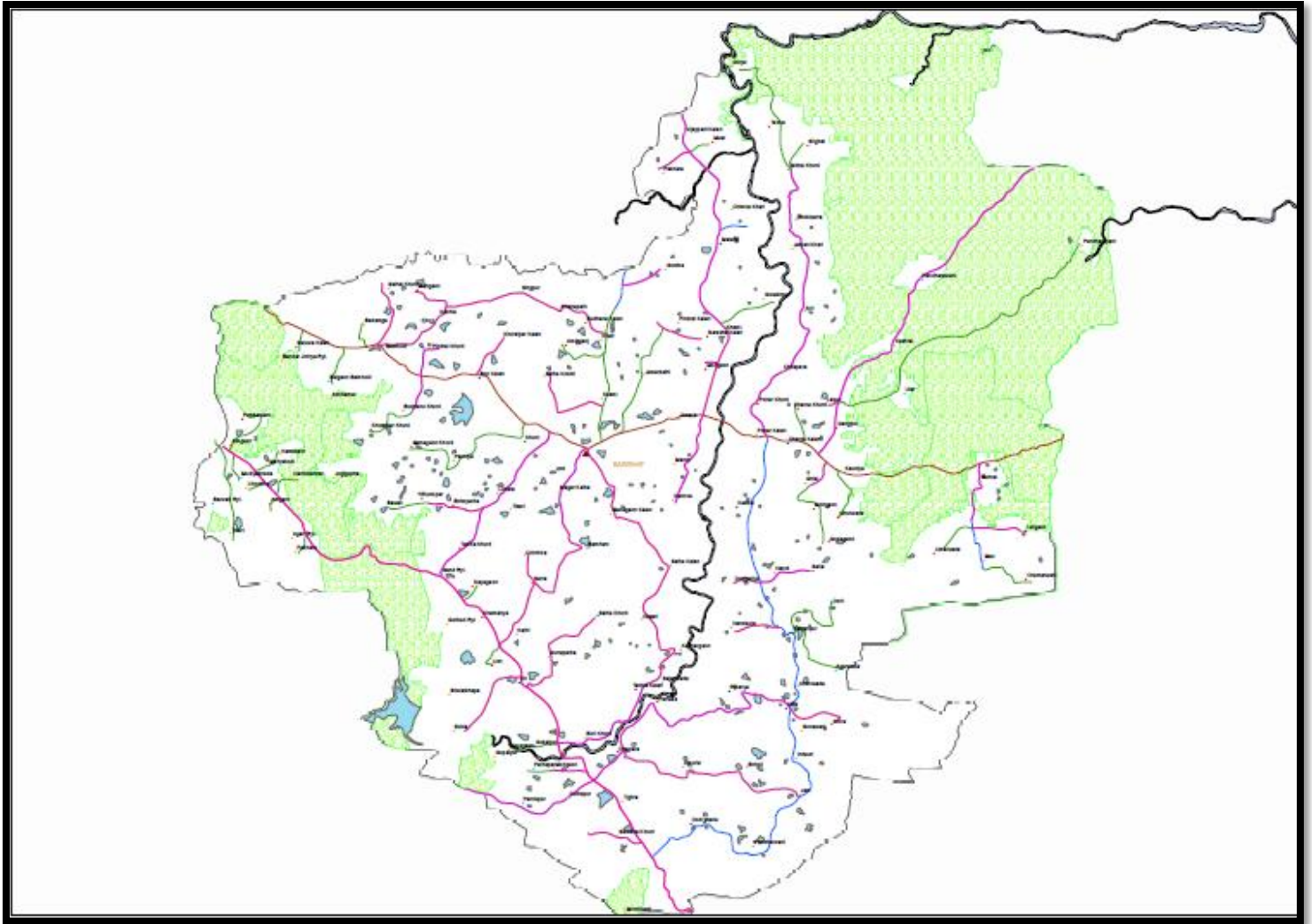
**C 8.6.12 Detailed Map of block Chhapara**



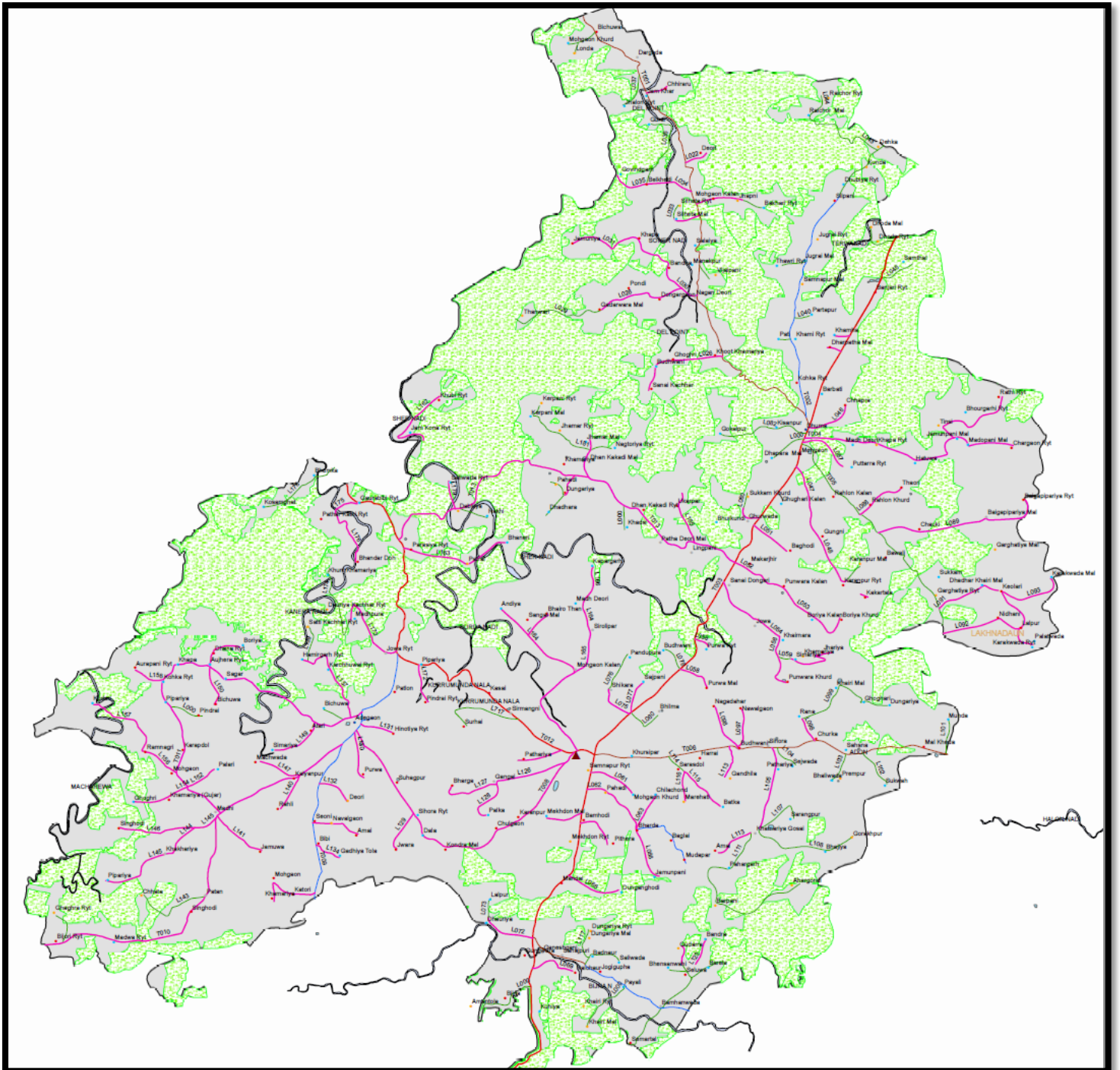
### C 8.6.13 Detailed Map of block Kurai



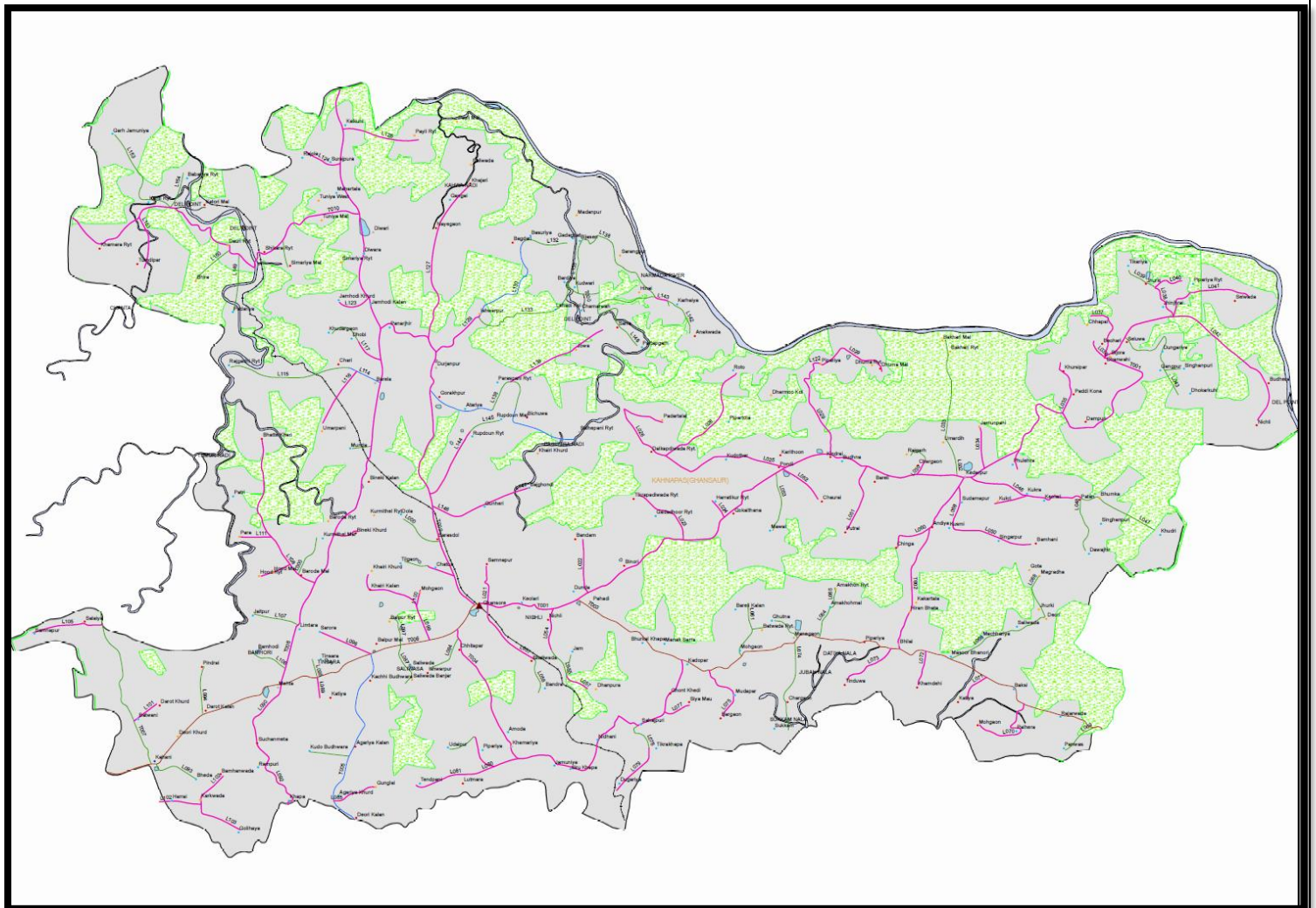
**C 8.6.14 Detailed Map of block Barghat**



C 8.6.15 Detailed Map of block Lakhnadon



## C 8.6.16 Detailed Map of block Ghansore



### Key

Population		Roads		Other Features	
•	1 - 250		NH		Railways
•	251 - 500		SH/MD		Canal
•	501 - 1000		AWR		River
•	1001 - 2000		FWR		Lake
•	2000 ++		Doubt		Forest
▲	Block HQ		PR Roads		Non Tribal
					Tribal



## C.9. References Used

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India Disaster resource Network

India Disaster Knowledge Network